

GEORGIA INSTITUTE OF TECHNOLOGY
OFFICE OF CONTRACT ADMINISTRATION
SPONSORED PROJECT INITIATION

Date: 8/20/79

Project Title: Work Study Program

Project No: D-48-518

Green card

Project Director: R. F. Rupnow

Sponsor: Atlanta Regional Commission

Agreement Period: From 7/1/79 Until 6/30/80

Type Agreement: Subgrant under U.S. Government Project No. FRC-JF-04-07

Amount: \$39,882 ARC
23,110 GIT
\$62,992 TOTAL

Reports Required:

Monthly Progress Reports, Program Evaluation Plan

Sponsor Contact Person (s):

Technical Matters

Contractual Matters
(thru OCA)

Mr. John W. Vining, Jr.
Atlanta Regional Commission
230 Peachtree Street, N.W.
Suite 200
Atlanta, GA 30303
656-7700

Defense Priority Rating: none

Assigned to: Architecture (School/Laboratory)

COPIES TO:

Project Director
Division Chief (EES)
School/Laboratory Director
Dean/Director-EES
Accounting Office
Procurement Office
Security Coordinator (OCA)
Reports Coordinator (OCA)

Library, Technical Reports Section
EES Information Office
EES Reports & Procedures
Project File (OCA)
Project Code (GTRI)
Other C.E. Smith

GEORGIA INSTITUTE OF TECHNOLOGY
OFFICE OF CONTRACT ADMINISTRATION
SPONSORED PROJECT TERMINATION

Date: 11/20/80

Project Title: Work Study Program

Project No: D-48-518

Project Director: R. F. Rupnow

Sponsor: Atlanta Regional Commission

Effective Termination Date: 6/30/80

Clearance of Accounting Charges: 6/30/80

Grant/Contract Closeout Actions Remaining: None

- ☐ Final Invoice and Closing Documents
- ☐ Final Fiscal Report
- ☐ Final Report of Inventions
- ☐ Govt. Property Inventory & Related Certificate
- ☐ Classified Material Certificate
- ☐ Other _____

Assigned to: Architecture (School/Laboratory) ~~Library~~

COPIES TO:

Project Director
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Other _____

2/10/80

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GEORGIA INSTITUTE OF TECHNOLOGY
ATLANTA, GEORGIA 30332

GRADUATE
CITY PLANNING PROGRAM
COLLEGE OF ARCHITECTURE

H.U.D. Minority Work-Study Program

Monthly Report

Report by: Roger F. Rupnow, Professor
Georgia Institute of Technology

Period: July Thru December 1979
Reports 1-6 Contract No. D48-518

The first six months of this contract have been most successful. During this period twelve students have participated in the program. (See table I). These students can be divided into three categories. Category A are those students (6) who began their studies in the Fall Quarter 1979. Category B are those students (3) who began their education during the 1979-80 academic year and Category C are those students who began Fall Quarter 1977 and were completing their academic efforts and certain work responsibilities.

These students, Category C, have been participants in the program for two years and have both benefitted substantially from the program and have contributed much to it. All three have completed all their course requirements, maintained good grade point average and performed admirably with their work agencies. One of them received the M.C.P. Degree in December and the other should receive their degree in March 1980.

Of those students in Category B one of the students took a maternity leave as a September 79. She found it very difficult to continue with her education and work at the same time. A second student, also expecting, was granted a scholarship which provided adequate financial support without the work requirement and she left the program in November 1979. A replacement was sought and joined the program January 3, 1980.

The third student is making excellent progress, but did change work agencies. This change was designed to reduce the time required to commute between the campus and the work agency. The new placement was on campus and thereby reduced travel time and cost as well as provide a second and broadening work experience.

The remaining six students, Category A, began their first quarter in September 1979. They were selected after a review of all eligible applicants by the Work-Study Coordinating Committee. Members of the

committee included Mr. Guy A. Landers, Atlanta Regional Commission, Grantee; Miss Cynthia Christmas, student; Professor Roger F. Rupnow, Georgia Tech, Educational Institution. Because of schedule conflicts a representative of the HUD Regional Office was unable to participate in the selection process. These six have been most successful during this first quarter. As Table V shows they have a diverse academic background. However as shown on Table II they have done well academically.

Table III outlines the financial aid provided by student by month. We have attempted to insure that each student receives approximately the same amount of assistance. An analysis of the support of the Category A students indicates that the average support provided amounted to \$1084.68 for this period. Four of the six students received within \$100.00 or 10% of that amount while one was over 10% and the other received 16.5% less than the average. The cause for this variation is the Holiday break. The student who received less returned home for the holidays while the other student worked.

In all cases we have allowed the students \$50.00 each quarter to purchase books. Arrangements have been made at both the Georgia Tech and Georgia State University Bookstores for the student to charge books against the project account. This permits the student to acquire the books without having to advance the funds and then be reimbursed.

Monthly meetings have been scheduled the third Friday of each month. Invitations to participate in these meetings have been extended to representatives of the Grantee and HUD. During these meetings discussions have centered around academic issues, work assignments, and personal problems basically dealing with adjustment to new surroundings.

The students are also required to attend a weekly seminar that addresses current planning issues at all governmental levels. These seminars are developed jointly by the faculty and the Student Planning Society and all students are given ample opportunity for participation and topic development and presentation.

The students are also required to submit monthly reports which outline their duties and responsibilities with the work agency. Table IV provides a summary of the reports received during this period. Copies of these reports are attached in Appendix "A". A review of these reflects the nature and depth of the responsibilities assigned to the students. Requests have been made to the Category C students for a final - summary report of their participation. It is anticipated that this will be available and included in the next report.

Included in APPENDIX B are the following: a roster that was prepared and distributed to all students to assist in their orientation; copies of the "Regulations" and "Work-Study Agreements" given to and executed by and between the students and Georgia Tech and the Work agency. These are the same as those documents used in past years. A copy of the Financial Aid Form that is completed by each student and on file is also attached.

In conclusion it is the author's opinion that the program again has been most supportive of and beneficial to the participating students. They have had good work placements and either have or are getting an excellent education. The prevailing philosophy of the grantee, Atlanta Regional Commission, the educational institution, Georgia Institute of Technology, HUD and the work agencies is that the primary purpose of the program is educational. The work element is subordinate and a means to the end - a graduate degree in city planning. All indications are that that philosophy is being achieved.

TABLE I
 HUD 701 MINORITY WORK-STUDY PROGRAM
 July - December 1979
 D48-518
 STUDENT PARTICIPANTS

STUDENT	CATEGORY	ENTERED	LEFT
ALLEN, BRENDA	B	3-26-79	11-12-79
BOYKIN, JOEL	A	9-15-79	Cont.
CHRISTMAS, CYNTHIA	C	9-15-77	8-10-79
GORE, WILLIAM	A	9-15-79	Cont.
HOGG, SUZANNE	B	1-3-79	Cont.
HUDSON, PATRICE (ne HOWELL)	C	9-15-77	7-17-79
McCANTS, BERNARD	A	9-15-79	Cont.
McWHORTER, ANGELA	B	5-31-79	9-28-79
QUARLES, SUZETTE	A	9-15-79	Cont.
SYPHOE, MICHAEL	C	9-15-77	8-3-79
WOODARD, PAMELA	A	9-15-79	Cont.
YOUNG, CYNTHIA	A	9-15-79	Cont.

TABLE II
 HUD 701 MINORITY WORK-STUDY PROGRAM
 July - December 1979
 "GRADE POINT AVERAGE"

STUDENT	Grade Point Average		
	Summer Qtr. 1979	Fall Qtr. 1979	OVER-ALL
ALLEN, BRENDA	Working	3.0	2.8
BOYKIN, JOEL	Not Enrolled	3.0	3.0
CHRISTMAS, CYNTHIA	Working	Not Enrolled	3.3 ^D
GORE, WILLIAM	Not Enrolled	3.4	3.4
HOGG, SUZANNE	Working	3.3	3.1
HUDSON, PATRICE (HOWELL)	Working	Not Enrolled	3.1 ^{DA}
MCCANTS, BERNARD	Not Enrolled	3.0	3.0
McWHORTER, ANGELA	Working	2.0	2.4
QUARLES, SUZETTE	Not Enrolled	3.6	3.6
SYPHOE, MICHAEL	Working	Not Enrolled	2.8 ^{DA}
WOODARD, PAMELA	Not Enrolled	3.0	3.0
YOUNG, CYNTHIA	Not Enrolled	3.7	3.7

D = Degree Granted - December 8, 1979

DA = Degree Anticipated - March 1980

TABLE III
HUD 701 MINORITY WORK-STUDY PROGRAM
July - December 1979
D48-518

COMPENSATION
(Paid during month of payroll period 20th to 19th)

STUDENT	July	Aug.	Sept.		Oct.		Nov.		Dec.		TOTAL		TOTAL
	P.S.*	P.S.	P.S.	TUIT.	P.S.	BOOKS	P.S.	BOOKS	P.S.	TUIT	P.S.	BOOKS/ TUIT.	BY STUDENT
ALLEN, BRENDA	\$540 ⁰⁰	810 ⁰⁰	777 ⁵⁰	250 ⁵⁰	247 ⁵⁰	40 ⁹⁵	152 ⁵⁰	6 ⁹⁵			2527 ⁵⁰	298 ⁹⁰	2528 ⁹⁰
BOYKIN, JOEL				250 ⁵⁰	142 ⁵⁰	27 ⁸⁵	195 ⁰⁰	22 ¹⁵	367 ⁵⁰		705 ⁰⁰	300 ⁵⁰	1005 ⁵⁰
CHRISTMAS, CYNTHIA	480 ⁰⁰	680 ⁰⁰									1160 ⁰⁰		1160 ⁰⁰
GORE, WILLIAM				250 ⁵⁰	20 ⁰⁰	21 ⁹⁰	202 ⁵⁰	26 ⁵⁵	507 ⁵⁰		830 ⁰⁰	298 ⁹⁵	1128 ⁹⁵
HOGG, SUZANNE	382 ⁵⁰	542 ⁵⁰	650 ⁰⁰	250 ⁵⁰	345 ⁰⁰	42 ⁸⁵	255 ⁰⁰	2 ²⁵	397 ⁵⁰		2572 ⁵⁰	295 ⁵⁰	2868 ¹⁰
HUDSON, PATRICE (HOWELL)	240 ⁰⁰										240 ⁰⁰		240 ⁰⁰
MCCANTS, BERNARD				250 ⁵⁰	240 ⁰⁰	50 ⁰⁰	127 ⁵⁰		407 ⁵⁰		775 ⁰⁰	300 ⁵⁰	1075 ⁵⁰
MCWHORTER, ANGELA	507 ⁵⁰	767 ⁵⁰	790 ⁰⁰		111 ²⁵						2176 ²⁵		2176 ²⁵
QUARLES, SUZETTE				250 ⁵⁰	135 ⁰⁰	27 ⁸⁵	230 ⁰⁰	22 ¹⁵	560 ⁰⁰		925 ⁰⁰	300 ⁵⁰	1225 ⁵⁰
SYPHOE, MICHAEL	480 ⁰⁰	480 ⁰⁰									960 ⁰⁰		960 ⁰⁰
WOODARD, PAMELA				250 ⁵⁰	157 ²⁵	23 ³⁰	196 ⁵⁰	25 ⁸⁴	513 ⁷⁵		867 ⁵⁰	299 ⁶⁴	1167 ¹⁴
YOUNG, CYNTHIA				250 ⁵⁰	125 ⁰⁰	150 ⁰⁰ 41 ¹⁰	177 ⁵⁰	8 ⁹⁰	287 ⁵⁰		590 ⁰⁰	315 ⁵⁰	905 ⁵⁰
TOTAL: by mo. by category	\$2630 ⁰⁰	3280 ⁰⁰	2217 ⁵⁰	2004 ⁰⁰	1623 ⁵⁰	290 ⁸⁰	1536 ⁵⁰	114 ⁷⁹	3041 ²⁵		14328 ⁷⁵	2409 ⁵⁹	16738 ³⁴

* P.S. = Personal Services

TABLE IV
 HUD WORK-STUDY
 MONTHLY REPORTS
 D48-518
 (1979-1980)

STUDENT	MONTH											
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JU
ALLEN, BRENDA	X	X	X	X								
BOYKIN, JOEL												
CHRISTMAS, CYNTHIA		8/10/79										
GORE, WILLIAM				X	X							
HOGG, SUZANNE	X	X	X	X	X	X						
HUDSON, PATRICE	7/17/79											
JOHNSON, JUDE												
McCANTS, BERNARD				X	X							
McWHORTER, ANGELA	X	X	9/28/79 X									
QUARLES, SUZETTE				X	X							
SYPHOE, MICHAEL		8/3/79										
WOODARD, PAMELA .				X	X							
YOUNG, CYNTHIA				X	X							

X = Report Received

(date) date left program

TABLE V

HUD 701 MINORITY WORK-STUDY PROGRAM

July - December 1979

D48-518

STUDENT	UNDERGRADUATE SCHOOL	RACE	SEX
ALLEN, BRENDA	RUTGERS UNIVERSITY (LIVINGSTON COLLEGE)	B	F
BOYKIN, JOEL	MOREHOUSE COLLEGE	B	M
CHRISTMAS, CYNTHIA	UNIVERSITY OF ALABAMA	B	F
GORE, WILLIAM	MOREHOUSE COLLEGE	B	M
HOGG, SUZANNE	ST. ANDREWS PRESBYTERIAN COLLEGE	C	F
HUDSON, PATRICE (ne HOWELL)	SPELMAN COLLEGE	B	F
McCANTS, BERNARD	S.U.N.Y. BUFFALO	B	M
McWHORTER, ANGELA	PAINE COLLEGE	B	F
QUARLES, SUZETTE	HAMPTON INSTITUTE	B	F
SYPHOE, MICHAEL	KENTUCKY STATE UNIVERSITY	B	M
WOODARD, PAMELA	SPELMAN COLLEGE	B	F
YOUNG, CYNTHIA	MIAMI UNIVERSITY OXFORD, OHIO	B	F

APPENDIX A
MONTHLY REPORTS

I have been employed by Georgia Tech's City Planning Department since June 5, 1979, as a Program Interviewer. My duties ~~also~~ include assisting in an impact evaluation of Community Action Agencies in the Southeast Region of the United States for the Community Services Administration. Collecting demographic data on the sites to be evaluated; Conducting client, community leaders and government official interviews on site; coding the interviews and assisting in the preparation of the final report are ^{the} other responsibilities that I have.

- * Subject's Internship Description
- * Student: William Lane
- * Intern Placement: Transportation Division -
Atlanta Regional Commission
- * Job Supervisor: Gary Jewell and Brad Thompson
- * Description of Project:
Transit Impact Monitoring Program

T.I.M.P. is an attempt to compare urban conditions in Atlanta before and after construction is completed on the MARTA Rapid Rail System.

The portion I am involved in relates specifically to traffic conditions. We are implementing a Traveltime Origin-Destination study in West Atlanta. So far, my participation in this project has involved the following tasks:

- (A) Researched Bus and auto routes to and from Fulton Industrial District.
- (B) Collection of MARTA Data.
- (C) Coordination of part-time workers involved in T.I.M.P. with specific tasks (book sheets)
- (D) Preliminary road test to determine driving times to and from specific points along I-285 to an area in the vicinity of specific downtown.
- (E) Preparation of book packages for part time workers involved in T.I.M.P.
- (F) Attended T.I.M.P. Staff meetings

* Work assignment Evaluations

I feel that my position (writing a series
Translation File) is quite good. From
the perspective that this position offers, I can
not only see how my input impacts the overall
Design/development/translation study, but also
the translation importance of the
Overall Impact Monitoring Program. It is
my opinion, an excellent training experience.

P. 17

To: Prof. Roger Rupnow

From: William Gore

Concerning: HUD 701 Progress and work Experience Report

The following is a list of the activities in which I have been involved since my last reports

① I have collected walk times, from transit to work, in the downtown area for use in the origin-destination study being executed as a part of the Transit Impact Monitoring Program.

② I have collected data from MARTA Bus schedules which is to be used as the base information for a computer representation of Travel time contours for the MARTA Bus system in the Atlanta East Corridor.

③ I have reviewed "BARTS OPERATING ENERGY CONSUMPTION" and made recommendations as to how a similar study might be initiated in Atlanta (MARTA system).

④ I have begun constructing a preliminary study design for determining MARTA's operating energy consumption (by Rail, Bus) to be compared together with energy consumption by autos in the Atlanta AREA.

⑤ I have reviewed ARC recommendations (relevant to the Chatahoocchie River Corridor) made to Fulton County in order to determine if the County found the recommendations acceptable and adopted them or overruled them. In cases where ARC recommendations were overruled, I checked to see if building permits were issued in light of the decision.

⑥ I am in the process of determining a viable mode of comparison between local transit fuels and Auto fuels (oil, gasoline, and electricity).

I would like to conclude this report by saying that I have enjoyed my work experience at ARC, and feel that I have learned a great deal about Transit Impact Monitoring. My assignment here terminates on the 31st of December, but I intend to try to stay on for another quarter.

Work Progress Report

November / December 1979

Community Services Administration

During November all answers on interview questions had to be hand-tabulated due to a breakdown in computer operations. This tedious process, though dull, acquainted me with the interview guides, their inherent weaknesses & strengths and some of the findings from various CAP agencies.

In December I worked on figuring out SPSS data - identifying questions by code names (variables) - so our key-punch operators would be able to generate tables for use by the report writers.

JOB DESCRIPTION
9/20/79-10/20/79

Suzanne M. Hogg

I am now working for the CSA Project-Community Services Administration tabulating and coding data which was generated through a series of on-site and telephone interviews. The goal of the project is to evaluate several community services in small towns throughout the Southeast.

Although the coding and tabulating is general work, I am learning about about many varied community services, and people's experiences with those services. Planner's certainly have a relation to providing and evaluating such services.

Work Progress Report

July / August / September 1979

Sulton County Department of Planning

During my last three months at Sulton County I completed the Community Unit Plan tracking file for North Sulton County.

This process involved utilizing several departments: zoning, planning and records (tax assessment / real property). The tracking file was in disorder as many C.U.P. zoning classifications have been reversed since their original zoning due to lack of development.

Also ownership of C.U.P.s was determined from tax and land sales records. Many C.U.P.s are owned by groups of persons or financial institutions and have often changed hands several times.

During August I was briefly involved in reviewing the definition section of Sulton County's Zoning Resolution. I compared Sulton County's list of definitions to several other lists in other metropolitan areas.

In September I left Sulton County to take a job at Ya. Tech with the Community Services Administration.

To: Roger Rupnow

From:

Subject: 701 Activities for Month of Nov.

Date: November 16, 1979

My experience at Fulton County Planning Dept. has, I must admit, been improving. Since our last meeting I've completed the Community Unit Plan Tracking File. As previously stated my tasks included checking the validity of a computer printout against the actual information on the official zoning maps.

My new tasks include the up dating of the Subdivision Tracking File. This file was generated to keep an updated listing of all subdivisions in unincorporated Fulton County. Each day Plat maps arrive in the Department showing subdivision development, it is my task to record these changes on the in house file (Alpha-Index) and then plot the subdivision on an official in house map. Since the S.I.F. has a backlog I would imagine I will be working on this for a month or two.

I will admit that working with the S.I.F. appears to be much more interesting than the CUP file.

I have an opportunity to see developers plans for subdividing large tracts of land. Good experience for me. No serious problems to report.

The work involved in maintaining these records from a planning department ^{perspective} is extremely entry level and no matter how important it is described, provides little in the way of planning for me as an individual.

However, I am well aware of the process of working one's way up the ladder in the planning profession, an individual must start at the lowest point incoming and work up. I was and still am fully aware of this process and chose to put myself in it in order to become 1) more systematic in my thinking, 2) hopefully to learn the planning Department and its process from the ground up 3) to avoid making waves.

It is my observation that planning is a very sensitive profession with many individuals working in the area that came from other academic disciplines. Therefore I see my best opportunity to rise to the top is to do my best at the bottom and rise like fresh cream.

To: Roger Ruppnow

From: [unclear] on auto, Student Intern

Date

Subject: Job Task's and observations of Intern status
at FCPD

I started working at the Fulton County Planning Department September 25, 1979. I am working in the Research and special project section of the department under the Direct supervision of Barry Lemaster.

Basically my job duties, to this point has included familiarizing myself with various county departments that are affiliated with planning, namely the assessors office and the zoning department. My main function to date has been to work with the Community Unit Plan tracking file. This file represents in-house information related to all lands in the county that has been zoned CUP and the amount of acreage in each property zoned such. I was informed that part of my task was to identify the owners and the date, if available, when properties were purchased. Zoning Law states that a property must have development within 2 years if it is to maintain its CUP status. Information related to the date purchased will assist the zoning department in reclaiming CUP's with no activity, where individuals are holding onto the property for speculation purposes. This represents a possibility for the County to recoup unused land, rezone to A-1 or any number of other zoning Districts, and hold until such time that is an opportunity to maximize benefits from its use. A worthwhile concept, however

Report on H.U.D.
Summer Work-Study Assignment

Presented to Roger F. Rupnow
by Angela McWhorter

My summer Work-Study assignment was to work with the Georgia Institute of Technology City Planning Program CSA(Community Services Administration) project. The purpose of the project is (present tense used because project yet continues) to do evaluations to measure the impact of the southeast region CAA's (Community Action Agencies) on the community, or more specifically, the clients involved in the various programs.

The tasks I performed are as follows by months that I worked:

June. I performed on-site interviews at the Clayton County CSA. Valuable information in regards to the structure of the agency and the needs of the clients was acquired. In the office I conducted phone interviews, xeroxed interview guides, and sent out mail. I also researched demographic information in relation to the sites to be visited. I made a trip with one of the three teams involved to Salisbury, N.C. where structured interviews were conducted with clients, agency staff and political-community leaders. Informal interviews were also taken with some agency staff members.

July. I did telephone interviews of Georgia CAA's. I visited the Quality Control Service (the firm which performed the out-of-state telephone interviews for the project) on several occasions for specific purposes. My site visit this month was to the CAA in Burlington, N.C. The same process of interviewing was followed in Burlington as was followed for the June trip to Salisbury.

August. The same tasks were performed as were in July; the exception being that I made no trip this month.

September. Again the same duties were carried out and the site visit was to Franklin, N.C. this month.

Although I plan to have Housing as my area of concentration here at Georgia Tech, this project was of great interest to me professionally. I acquired specific knowledge about the function and operations of a local government special district (i.e., Community Action Agencies), about the history and landmarks of the municipalities I visited, and I was able to enhance my knowledge on the social and economic characteristics of people with backgrounds and cultures different from my own. In addition, I was able to learn some basic coding techniques. Because this project required the efforts of all three teams as one team, I picked up some pointers on working well with groups.

Working on this project was a challenge that I both welcomed and appreciated.

10/12/79

Nov 5-96

Continued classification of names according to ^{to be} areas designated Neighborhoods I, II, III and the Commercial core

Nov. 16-23

Coded names as to whether the displaced residents moved from ~~the~~ the 78^{acre}-area to the greater B-P redevelopment area, from the 78 acre area to greater Atlanta or the greater B-P redevelopment area to greater Atlanta.

Nov. 26-30

Began consulting the city directory to find the current addresses of those persons who had been displaced from the Bedford-Pine Redevelopment Area from the years 1969-1972

to locate all of the previously existing streets in the Bedford Pine Area.

Oct. 19: Copied the information found on the 1950 map of Atlanta and filled in the names of streets that had previously existed onto the 1974 map of the Bedford Pine Redevelopment area.

8

Oct 4 - Oct 9: I read background material about Park Central Communities, Inc. and the reason why Central Atlanta Progress became interested in the Bedford-Pine Redevelopment area. I also spoke with Ms. Lzz Wood concerning the activities that I will be involve in.

Oct. 11 - Oct 12: Toured the Bedford-Pine Redevelopment area with Lzz and Suzette. Read more background material concerning ~~of~~ the history of Bedford-Pine. Researched Urban Revitalization Program around the United States.

Oct. 16 : Began developing a program to replace into Park Central Communities a portion of those persons who had lived in Bedford Pine (Buttermilk Bottoms) and had been displaced by the Urban Renewal Program.

Oct. 18: Suzette and I went to the Georgia Dept. of Archives and History to find and order copies of old maps of Atlanta or of the Bedford-Pine Redevelopment area in order to

OCTOBER 13 - NOV 13 DURING THIS TIME I WAS INVOLVED
IN CONTACTING SEVERAL BUSINESSES AND COMMUNITY ORIENTED
AGENCIES SUCH AS DOWNTOWN CHAMBER OF COMMERCE,
THE ALLIANCE FOR BUSINESS DEVELOPMENT AND PEACHTREE
WALK/COMMUNITY DEVELOPMENT CONCERNING POSITIVE
ATTITUDES ABOUT THE GROWTH & DEVELOPMENT OF DOWNTOWN.
THIS INFORMATION IS TO BE TAKEN AND EDITED FOR THE
FEB. 1980 ISSUE OF BUSINESS ATLANTA. CENTRAL ATLANTA
PROGRESS IS RESPONSIBLE FOR THE FEBRUARY ISSUE WHICH
WILL BE DISTRIBUTED AT THEIR ANNUAL BREAKFAST.

OCTOBER 9TH AND 11TH CONSISTED OF AN ORIENTATION AND TOUR OF THE BEDFORD-PINES COMMUNITY. THE ORIENTATION CONSISTED OF READING THE BASIC PLANS FOR COMMUNITY DEVELOPMENT ALONG WITH READINGS DEPICTING THE HOUSING AND INDUSTRIAL CORE PLANS

OCTOBER 16 CONSISTED OF RECEIVING MY ASSIGNMENT TO PRODUCE A STUDY OF THE REAL ESTATE CHANGE DURING THE LAST FIVE YEARS OF BEDFORD-PINES. TO BEGIN THIS TASK IT WAS NECESSARY TO READ AN OLDER MAP OF THE AREA BEFORE SOME OF THE RECONSTRUCTION HAD BEGUN TO FIND NAMES OF OLDER STREETS. THE MAP WITHIN THE FACILITY DIDNT INCLUDE SUFFICIENT INFORMATION SO IT WAS NECESSARY TO VISIT THE GEORGIA ARCHIVES BLDG.

OCTOBER 18 - THE PURPOSE OF VISITING THE ARCHIVES WAS TO LOCATE MAPS WHICH WOULD INDICATE PAST STREETS AND POSSIBLE ADDRESSES AND LAND LOTS FOR THE BEDFORD PINES AND THE FORMER BUTTERMILK BOTTOMS AREA.

OCTOBER 19 - REVIEWING OF STREETS WITHIN THE DEVELOPMENT AREA AND CALLED TAX ASSESSORS OFFICE TO SEE IF DATA ON OWNER, LAND DIMENSIONS, LAND VALUE & BUILDING VALUE

October 18, 1979

My internship with the Atlanta Regional Commission (ARC) began on October 2, 1979 and has been filled with different activities. The first day of work began with an orientation. I met the Director of the department, and many staff people in public relations, the aging division, and transportation. I also toured the office building to become acquainted with the location of the library, graphics, and xeroxing/printing areas.

My first assignment has been to summarize the comments made by several Housing Authority Directors on a questionnaire compiled by ARC. The summary will be used to update The Survey of Federally Assisted Housing Programs in the Atlanta Region. My summary is due on October 30, 1979.

On Thursday (10-11), I attended with Emerson Bryan a breakfast/reception for the Silver-haired Legislation. The elderly people were about to convene in a mock legislation to be observed by the State Representatives so that they (reps) will become aware of what the elderly needs are in time for the next session. At the reception, I met a few state representatives, more people from ARC, and spoke to many elderly people to see what their concerns were.

My work experience at ARC has been a very good one thus far.

Cynthia Young
10-18-79

There has been a delay in my next assignment due to an error in the collecting of data, (an error in which no one can correct at this time!). Because of this delay, I have been doing mainly bureaucratic tasks in two areas: 1.) updating the housing articles; and 2.) devising forms. Updating housing articles involved reviewing newspaper articles relating to housing, and news items regarding housing that are taking place in the Atlanta region. Secondly, I devised forms for the Human Service Planning Department in which the division staff members will use to record their time and leave records, and their travel time expenditures, more efficiently.

The only interesting thing that I have done at ARC was to attend an orientation on data processing. At this session, an orientation was given to new staff members in Human Services Planning on the types of information that ARC has recorded on its computer.

Since our November 16th meeting, I have been working! I have become involved in the tentative stages of a housing market analysis for the Atlanta region. I will inform you on my progress in the next summary.

Happy Holidays.

Synthia Young
11/30/79

APPENDIX B
ROSTER AND REGULATIONS
and
Work-Study Agreements

1979 - 1980
HUD 701 WORK-STUDY STUDENT
ROSTER

NAME	YR.	UNDERGRAD SCHOOL	MAJOR	WORK	PHONE#	HOME ADDRESS:	PHONE#
Allen, Brenda	1+	Rutgers	Community Development	Community Services Admin. Research Proj.	894-2352	1605 Terry Mill Rd. Atlanta	377-4987
Boykin, Joel	1	Morehouse College	Political Science	Central Atlanta Progress	658-1877	215 Piedmont Ave. Atlanta	659-4435
Gore, William	1	Morehouse College	Urban Studies	Atlanta Regional Commission	656-7421	799 Barnett St. #2 Atlanta	881-1173
Hogg, Suzanne	1+	St. Andrews Pres. Col.	Political Science	Community Services Admin. Research Proj.	894-2352	363 Candler Street Atlanta	524-0542
McCants, Bernard	1	S.U.N.Y. Buffalo, NY	Environmental Design	Fulton County Planning Dept.	572-2781	2900 Camp Creek Parkway T-2 C.PK.	
Quarles, Suzette	1	Hampton Institute	Psychology	Central Atlanta Progress	658-1877	981 F-37 Clubhouse Circle, W. Decatur	296-7820
Woodard, Pamela	1	Spelman College	Sociology	Central Atlanta Progress	658-1877	70 12th Street, #11 Atlanta	885-1918
Young, Cynthia	1	Miami Univ. Oxford, OH	Public Administration	Atlanta Regional Commission	656-7779	P.O. Box 35671 311 Fulmer Dorm Tech Campus	894-6657



DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WASHINGTON, D.C. 20410

OFFICE OF THE ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT

IN REPLY REFER TO:

GUIDELINES FOR WORK-STUDY PROGRAM
SUPPORTED BY COMPREHENSIVE PLANNING (701) ASSISTANCE

These guidelines supercede previous Work Study Guideline and are effective for all projects approved after February 1, 1978

1. Purpose. The purpose of this Work-Study Program is to increase the participation of disadvantaged persons who by virtue of their backgrounds have insight into minority and low income concerns in comprehensive planning and community development activities.
2. Objectives. The Department of Housing and Urban Development supports work-study programs, funded through Comprehensive Planning Assistance (701) Grants, to achieve these objectives:
 - a. Assist States, areawide planning organizations, localities, and Indian tribal groups or bodies to carry out comprehensive planning and management including planning for housing, and community development activities by providing a source of trained manpower with insight into minority and low income problems.
 - b. Provide financial assistance for up to two years to qualified disadvantaged students who by virtue of their backgrounds have insight into minority and low income concerns in the field of comprehensive planning and community development in order that they may obtain academic preparation and professional on-the-job training. Afro Americans (Blacks), American Indians (including Alaska Natives), Asians (including Pacific Islanders), Hispanics and other persons from low income backgrounds who have demonstrated knowledge of problems and concerns of minority and low income community needs constitute the target populations of this program.
3. Authority. General Services Administration, Federal Management Circular FMC 74-4, July 18, 1974: Cost Principles Applicable to Grants and Contracts with State and Local Governments.

4. Eligibility.

- a. Work-study funds are available to selected Comprehensive Planning Assistance 701 Grantees.
- b. For FY 1978, eligible applicants include States, area-wide planning organizations, localities, and Indian tribal groups or bodies.

5. Program Description. The Work-Study Program is a cooperative venture between Comprehensive Planning Assistance (701) grantees and institutions of higher education. Students in the program work in part-time professional capacities in State, areawide, local planning agencies and non profit organizations while enrolled in masters training programs in planning or public administration. The 701 grantee is expected to provide overall administrative and management coordination with the work placement agency and the educational institution. The 701 grantee collaborates with one or more educational institutions and/or work placement agencies in the vicinity of the 701 grantee. Tuition stipends and related costs are provided by HUD on a two-thirds Federal and one-third non-Federal share basis.

6. Responsibilities and Roles of Program Participants

a. Grantee

- (1) The grantee is responsible to HUD for overall program administration, management, and evaluation. Further, the grantee is responsible for coordination of program activities carried out by other participating agencies and educational institutions.
- (2) The grantee shall, in conjunction with the educational institutions, identify, counsel, and recruit potential student participants for the program.
- (3) The grantee shall organize and coordinate a Work-Study Coordinating Committee (WSCC). The function of the WSCC is to provide close coordination among the students, educational institutions, work placement agencies, grantee, and HUD. The committee shall include, at a minimum, representatives from the grantee, educational institution(s), participating students, work placement supervisors, and a HUD field representative. For purposes of general local policy advising, representatives from the neighborhood, business, disadvantaged, or other community constituencies may be on the WSCC. HUD shall participate in the WSCC in an advisory role for purposes of continued monitoring and evaluation. The WSCC shall meet at

least once each school term, or more often as need dictates, for the purpose of advising on program policy development and to provide input on student selection. The WSCC shall assist in the preparation of each program application and serve as a forum for ongoing assessment of the program. In cases where a State passes work-study funds through to one or more sub-grantees, the State shall assure that a staff member of the sub-grantee(s) chairs the WSCC.

- (4) The grantee shall assign a staff member to coordinate the WSCC and to supervise the program on a day-to-day basis. If the size of the program does not warrant it, the grantee's staff member need not be assigned on a full-time basis. The staff person shall monitor various work assignments, assist students in structuring and changing their assignments and should be in close contact with students' work and academic supervisors. In cases where a State passes work-study funds through to one or more sub-grantees for program management, the State shall assure that a staff member of the sub-grantee(s) is assigned this responsibility.
- (5) The WSCC will assist in ranking student applicants and make recommendations on student selection to the grantee.
- (6) The WSCC shall also function as a review panel to make appropriate recommendations in matters of dispute over provisions in written agreements.

b. Educational Institutions

- (1) Participating educational institutions may be graduate schools of planning, public administration, or other accredited educational institutions offering core studies in State, areawide and local comprehensive planning, public management, community development, land use or housing. Other social and humanistic fields such as law, economics, psychology, education, and history are not eligible.
- (2) The focus of the work-study program is on graduate professional training and may include summer sessions within the budget standards for 12 months.
- (3) Undergraduate schools may be considered in areas if:
 - (a) there is no graduate program in the vicinity of the grantee; and
 - (b) the undergraduate program is directed at professional training eligible for assistance under these guidelines. In such cases, only undergraduate junior and senior students may participate.

- (4) Doctoral degree support is ineligible in all cases.
- (5) Participating institutions shall conduct regularly scheduled seminars relating the empirical phase of the work-study program to the cognitive processes in the academic program. Some phase of the seminar should be focused on various aspects of career planning and placement for the participating students.

In addition, some portion of the seminar should allow students to become exposed to intergovernmental relations and interagency policy making.

- (6) Financial need analysis for students applying to the program shall be conducted by the Office of Financial Aid at the institutions in which students are enrolled.

c. Work Placement Agency

- (1) The work placement agency shall provide the student a practical training experience for future professional leadership responsibilities. The agency should work with the educational institutions and the grantee to insure that the work experience contributes toward realistic professional preparation. The work element is an opportunity for the student to gain experience in and understanding of public sector planning, management and community development.
- (2) Employment must be with a State, areawide or local agency, Indian tribe or non-profit organization involved in comprehensive planning, land use, community development, or housing activities. Work activities must contribute to the realization of the agency's program objectives.
- (3) Work assignments shall not be make-work or keep busy assignments. In drawing up work assignments, supervisors should take into account the different backgrounds (knowledge, experience, and maturity) and educational needs/objectives of participating students. A clear understanding of the assignment must be reached among the grantee, educational institution, work agency, and student. Such an understanding must be communicated in writing using such devices as a "contract" or "memorandum of understanding/agreement" signed by each party. This contract/memorandum should cover responsibilities of each participant,

assignments, educational objectives, nature of supervision, standards of evaluation, and time commitments.

- (4) Students must have enough work time to become thoroughly involved and undertake responsible work. Twelve to twenty hours a week is preferable, including the time needed for seminar attendance.
- (5) Job assignments should be rotated to provide students with meaningful experiences in each agency. Depending upon the academic program, flexibility in work periods (during school year or over summer) is acceptable upon HUD's approval.

d. Criteria for Student Selection and Participation

- (1) The Work-Study Program is open to qualified individuals who are members of the following disadvantaged groups:

American Indians	Hispanics
Blacks	Pacific Islanders
Asian	Alaskan Native
and other low income people.	

The racial and ethnic categories are defined as follows:

- (a) American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.
- (b) Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.
- (c) Black. A person having origins in any of the black racial groups of Africa.
- (d) Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
- (e) Other Low Income Persons. A person having origins in any of the original peoples of Europe, North Africa, or the Middle East and who meets the financial need criteria of the educational institution.

- (2) In addition to disadvantaged background and low-come status, students are required to demonstrate insight into minority and low income concerns in the field of comprehensive planning and community development. Insight into minority and low income concerns may be demonstrated to the grantee, educational institution, work placement agency, or WSCC through personal interviews, past personal or professional experiences or other relevant indicators.
- (3) Students must be enrolled full time in an urban, regional, or area planning, public administration, or related urban core academic program as defined by the educational institution.
- (4) Students must demonstrate financial need and come from economically disadvantaged backgrounds based on institutional criteria administered by the educational institutions Office of Financial Aid.
- (5) Students must maintain good academic standing and satisfactory work performance. Students may be removed by the educational institutions from the work-study program for failure to meet academic or conduct standards of the educational institution or by the grantee for failure to meet the professional conduct standards of the work placement agency.

7. Budget Standards and Requirements

- a. Educational costs vary among educational institutions and regions of the United States. In recognition of such variations, HUD Field Office have authority to negotiate FY 1978 work-study grants with variable cost standards within these ranges: Maximum

- (1) Student stipends based on demonstrated financial need, up to \$5,000
(Students should be paid in accordance with prevailing hourly rate of the area for initial entry positions in the planning field, e.g., planner trainee or planner I. The prevailing hourly rate is used only as a factor for determining local stipend levels.)
- (2) Tuition support per student, actual cost up to \$2,000
(Where possible, the educational institution should provide free or reduced tuition or scholarship grants to be used as cash match.)

- (3) Additional support per student for tutoring, books, travel not to exceed 500
(Attendance at conferences of organizations such as ASPO, NAP, AIP, ICMA, and COMPA are eligible expenses.)

- b. Program administrative and supervisory costs
(These costs include such items as program evaluation, employment counseling, extra time spent in student counseling, student recruitment, and other services, including, university supervisory costs unique to the work study program.) Allowances of up to \$2,000 per student up to 5 students and up to \$1,000 per additional student over 5 students will be made up to Maximum \$25,000
- c. State agencies are not eligible to receive administrative and supervisory costs where the work-study program is administered by a sub-state grantee.
- d. A grantee may conduct a work-study program on a 9-month cost basis or on a 12 month cost basis. If the program is conducted on a 9 month basis, the administrative and supervisory costs must equal nine-twelfth of the annual estimated costs.
- e. The 701 grant may not exceed two-thirds of the total cost of the work-study program within the limits of the budget standards.
- f. Grantees, educational institutions, and work placement agencies contribute the matching non-Federal share in the form of cash and/or in-kind contributions. When authorized by Federal legislation, Federal funds may be used for matching. State, local, or private sources may be used for matching. Services proposed in lieu of cash for matching must be documented in accordance with paragraph 3-21 of Handbook II, 6042.3 REV., Managing A Grant, July, 1973.
- g. Salaries or stipends paid to students for work during summer months may not be counted as matching funds, if the program is conducted on a 9 month basis.

8. Program Administration

- a. The work study program will be continued in FY 1973 at an increased level. In order to improve program administration and operation, emphasis will be on strong HUD management and improved program direction by 701 grantees.

- b. For FY 1978, the work-study program may include first and second year graduate students. Programs may be continued, deleted or expanded at the option of HUD and the applicant. Continuation of work-study programs in future years will be subject to grantee performance, student placement after graduation, HUD policy and the availability of adequate annual appropriations for the Comprehensive Planning Assistance Program.
- c. For FY 1978, HUD Field Offices shall develop a work-study strategy for effective use of limited Comprehensive Planning Assistance funds. The strategy should emphasize assistance within the Region for fewer programs, with more students per program and per educational institution, rather than more programs with single students or only a few students per program. No partial awards may be assigned to educational institutions.
- d. In order to facilitate future recruitment, beginning in FY 1978 HUD established February as the date by which grantees will receive informal notification of work-study program budget authorizations for the next fiscal year.
- e. Final authorizations and allocations however, are contingent upon the review of the grantee's work-study program application and approval of the required Land Use and Housing elements.
- f. The work-study program application must be submitted to the HUD Field Office.
- g. The HUD Regional Offices will approve the grants or otherwise confirm the tentative earmarks no later than April 17, 1978 subject of course to approval of the land use and housing elements.
- h. Students must be selected and informed of their awards no later than June 5, 1978.
- i. Grantees must inform HUD about the students selected and confirmed to participate in the work-study program no later than July 5, 1978.
- j. All awarded grantee work-study programs must be functional no later than the beginning of the fall term, 1978.
- k. In accordance with the requirements for the 701 program, each grantee will submit to HUD a six month and a final progress report.

9. Work-Study Applications. All applications for work-study programs through the Comprehensive Planning Assistance (701) Grants program must include comprehensive and concise descriptions of the following:
- a. Responsibilities and Roles of Program Participants (WSCC)
 - 1. Applicants (Grantees)
 - 2. Educational Institutions
 - 3. Work Placement Agencies
 - 4. Criteria for Student Selection and Participation
 - b. Program Budget based on Budget Standards
 - 1. Educational costs (including criteria for determining individual financial need and bases for awards)
 - 2. Program Administrative and Supervisory Costs
 - c. Program Evaluation
 - 1. The grantee and the WSCC shall develop and describe a plan to evaluate the work-study program. The plan should include, but is not limited to the following factors:
 - (a) The adequacy of student recruitment;
 - (b) the adequacy of overall project management, including provision of practical useful work experience and post program employment counseling;
 - (c) assessment of students performances in meeting the academic and conduct requirements of the participating educational institutions and the job requirements of the grantee agencies;
 - (d) assessment of advising, professional guidance and career counseling to students by the participating agencies and the educational institutions.
 - (e) a review of costs and cash contributions (from participating agencies and educational institutions including the extent to which the educational institutions contributed free tuition.)

2. The grantee and WSCC shall also develop and describe types of written agreements to be used (e.g. contracts or memoranda of understanding/agreements among the grantee, educational institution, work agency and student.) The agreements should state the scope of services, duties and responsibilities, and time commitments (see Appendix 1 for sample).
- (a) The applicant will apply for work-study funds in the same manner used for regular 701 assisted programs, i.e., an applicant that applies directly to HUD for 701 funds will also do so for work-study, or an applicant that applies for 701 funds to the designated State agency will apply to that agency for its work-study funds. The work-study program may be contained within an applicant's regular application for 701 funds or may be submitted separately to HUD.
- (b) States that administer 701 sub-grants will be required to obtain HUD approval prior to funding any work-study projects using 701 funds.

GEORGIA INSTITUTE OF TECHNOLOGY
GRADUATE CITY PLANNING PROGRAM
701 WORK-STUDY ASSISTANCE PROGRAM IN
URBAN PLANNING

REGULATIONS

Section I

PROGRAM OBJECTIVES

To assist local governments in carrying out planning and management functions by providing a source of trained manpower.

To provide qualified students with academic preparation and professional on-the-job training in urban planning.

To provide financial assistance toward professional education for needy students who might otherwise not pursue professional education because of financial need.

Section II

PROGRAM REQUIREMENTS

Applicants must meet minimum academic requirements for the graduate program at the Georgia Institute of Technology. Applicants must meet the financial need criteria as established by the Work-Study Coordinator. Applicants must enroll as full-time students in the Graduate City Planning Program. In addition, applicants must be willing to sign this Agreement (see attachments). This Agreement certifies applicants' receipt and understanding of the Program's policies and requirements.

Section III

NEW APPLICANTS

Students entering the university for the first time must be admitted officially to the university before being admitted into the Work-Study Program.

Section IV

RESPONSIBILITIES OF LOCAL GOVERNMENT SUPERVISOR

- A. Work assignments of students should be coordinated closely with their educational programs.
- B. Students should have a clear understanding of the objectives and purpose of any work assignment performed.
- C. A description of duties to be performed by the student should be provided to the Work-Study Coordinator.
- D. Students are expected to work between twelve (12) and twenty (20) hours per week during the academic year and forty (40) hours per week during the summer and quarter breaks.
- E. The assigned supervisor is not to authorize any time not provided by the student and is to notify the Work-Study Coordinator immediately of any failure on the part of the student to conform to reasonable rules and regulations issued by the supervisor.
- F. The supervisor must notify the Work-Study Coordinator in writing if he wishes to employ the student assigned to him, if such employment is in addition to the part-time work provided by the student under this Program. Additional employment of any kind by the assigned local government without prior approval from the Work-Study Coordinator will terminate the student from the Work-Study Program.
- G. The supervisor must be willing to cooperate with the matching in-kind service agreement, as indicated upon acceptance of the Work-Study student. The supervisor, by his signature on Attachment B, indicates acceptance and understanding of the policies and agreements of the Work-Study Program.
- H. Students are paid by the Georgia Institute of Technology but are under the direction and supervision of the assigned supervisor. Any action by the student in violation of work-related policies should be reported in writing to the Work-Study Coordinator immediately.

- I. Failure of the local government and/or assigned supervisor to comply with the policies and agreements will result in the assigned student being withdrawn from that agency.

Section V

TIME CARDS

- A. Time sheets are provided to each student to record the number of hours worked during the pay period. Pay periods are every month. Hours must be approved by the supervisor and returned to the Work-Study Coordinator by the designated date.
- B. Time cards will not be honored without the proper signature of the assigned supervisor. Checks will not be issued without the proper time cards.

Section VI

CHECKS

Checks are prepared by Georgia Tech and are available on the last working day of the month. Students will be paid at the rate of \$5.00 per hour and appropriate taxes will be deducted by Georgia Tech. No other fringe benefits will be paid or accrued. Total amount to be paid will not exceed \$ 5,000.

Section VII

PROFESSIONAL CONFERENCES

Professional activities and experiences are an integral part of the Work-Study Program. Students wishing to attend a professional conference should submit in writing a description of the conference and estimated expenses. Requests should be directed to the Work-Study Coordinator.

Section VIII

TUITION

Tuition will be paid directly by Georgia Tech for students accepted in the Work-Study Program and registered at the University. Any time a student is dropped from the university program because of negligence or fraudulent behavior, failure to complete a quarter/semester, or failure to maintain the minimum grade-point average of 2.7, the student will be terminated from the Work-Study Program. Appropriate course books and fees will also be paid through reimbursement by Georgia Tech.

Section IX

AGENCY ASSIGNMENTS AND TRANSFERS

Students will be placed to obtain the best experience possible in accordance with his/her professional goals and

to assist those agencies which are understaffed. However, the final determination of work location will be made by the Work-Study Coordinator in cooperation with the Atlanta Regional Commission.

Section X

OTHER EMPLOYMENT

Employment in addition to that under the Work-Study Program is severely limited. Students needing additional employment should submit a request for such in writing to the Work-Study Coordinating Committee prior to accepting such employment.

Section XI

REPAYMENT OF FUNDS

Any student who violates any of the policies and guidelines of the Program shall repay to Georgia Tech any funds received by him/her, and any funds paid by the university for tuition from the time the violation began to the date of termination. Such student shall be ineligible for re-entry into the Program.

Any student who drops from the university or resigns from the Work-Study Program of his/her accord shall repay to Georgia Tech any funds received as stipend, and any funds paid to the university for tuition for the semester in which the student is/was enrolled. Special consideration will be given in extreme cases. The Work-Study committee will hear such requests. Final determination will be made by the Work-Study Coordinator.

Section XII

DISMISSAL FROM WORK-STUDY PROGRAM

Students will be dismissed from the Program if they do not comply with the policies and agreements of the Work-Study Program. This includes failure to provide the Work-Study Coordinator with requested information necessary to the administration of the Program; to comply with the assigned local governments' rules and regulations; to comply with the university requirements, which may or may not be included in these and Georgia Tech's policies and agreements; and failure to inform the Work-Study Coordinator of acceptance of employment other than those approved by the Work-Study Coordinator.

Section XIII

EMPLOYEE RELATIONSHIP

It is agreed that, notwithstanding the payment by Georgia Tech of the funds hereby provided, the student shall be deemed to be an employee of the local government and not an employee of Georgia Tech during all of the time that the student is working under the supervision of the local govern-

ment, either on agency property or in the course of agency business.

Section XIV

ADDITIONAL RULES

The student agrees to abide by any reasonable subsequent rules or regulations issued by Georgia Tech, the Atlanta Regional Commission, the Department of Housing and Urban Development, and his/her work supervisor. Such additional rules and regulations shall be considered to be a part of this agreement.

Section XV

WORK-STUDY COORDINATOR

The Work-Study Coordinator is Roger F. Rupnow, Associate Professor, Graduate City Planning Program Georgia Institute of Technology. The Work-Study Coordinator will assume overall coordination and responsibility for the program.

Section XVI

WORK-STUDY COORDINATING COMMITTEE

The Work-Study committee serves as an advisory group to the Work-Study Coordinator. The committee assists in recruiting, selection, evaluation, seminar development, and program development.

ATTACHMENT "A"

POLICY AGREEMENT

WORK-STUDY PROGRAM

GEORGIA INSTITUTE OF TECHNOLOGY

I, _____, hereby acknowledge that I have read and fully understand the Regulations of the Work-Study Program attached hereto. I also certify that I am enrolled in the Georgia Institute of Technology Graduate City Planning Program as a full-time student, and I hereby accept the local government to which I am assigned as a part-time student employee by the Georgia Institute of Technology, (Georgia Tech). It is further agreed that I will not work more than 15 hours per week, including seminar and travel during the academic year and 40 hours per week during quarter break and the summer quarter.

I agree to accept no compensation from my assigned agency - except for necessary travel, authorized by such local government. If necessary to accept additional employment, I will seek written consent from the Work-Study Coordinator to accept such employment. I understand that under no circumstances may I accept other employment while a Work-Study student without approval from the Work-Study Coordinator.

When at any time my status as a student or assigned employee changes, I agree to notify the Work-Study Coordinator in writing immediately.

Dates of employment will be _____ through _____.

It is agreed that, notwithstanding the payment by Georgia Tech of any stipend hereby provided, I shall be deemed to be an employee of my assigned local government, and not of Georgia Tech, during all of the time that I am working under the supervision of the agency, either on agency property or in the course of agency business.

I fully understand that upon failure to act in accordance with any of the attached statements, I am responsible for the refund to Georgia Tech of all expenses- tuition, stipends and travel- paid to me or incurred on my behalf.

DATE: _____

Signature

DATE: _____

Work-Study Coordinator

GEORGIA INSTITUTE OF TECHNOLOGY
GRADUATE CITY PLANNING PROGRAM
701 WORK-STUDY ASSISTANCE PROGRAM IN
URBAN PLANNING

R E G U L A T I O N S

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Section XIII

EMPLOYEE RELATIONSHIP

It is agreed that, notwithstanding the payment by Georgia Tech of the funds hereby provided, the student shall be deemed to be an employee of the local government and not an employee of Georgia Tech during all of the time that the student is working under the supervision of the local govern-

ment, either on agency property or in the course of agency business.

Section XIV

ADDITIONAL RULES

The student agrees to abide by any reasonable subsequent rules or regulations issued by Georgia Tech, the Atlanta Regional Commission, the Department of Housing and Urban Development, and his/her work supervisor. Such additional rules and regulations shall be considered to be a part of this agreement.

Section XV

WORK-STUDY COORDINATOR

The Work-Study Coordinator is Roger F. Rupnow, Associate Professor, Graduate City Planning Program Georgia Institute of Technology. The Work-Study Coordinator will assume overall coordination and responsibility for the program.

Section XVI

WORK-STUDY COORDINATING COMMITTEE

The Work-Study committee serves as an advisory group to the Work-Study Coordinator. The committee assists in recruiting, selection, evaluation, seminar development, and program development.

A T T A C H M E N T "B"

POLICY AGREEMENT

WORK-STUDY PROGRAM

GEORGIA INSTITUTE OF TECHNOLOGY

As supervisor for _____, I hereby certify that I have read and fully understand the Regulations and Guidelines of the Work-Study Program attached hereto. I also understand that the assigned student is presently, and will continue to be, a full-time student at the _____ and work in this agency on a part-time basis, not to exceed 15 hours weekly, including seminar and travel, or more than 40 hours during quarter break and summer quarter supported by the Georgia Institute of Technology (Georgia Tech). Dates of employment will be _____ through _____.

I understand this student is to be compensated by Georgia Tech and is to receive no compensation from this agency under any circumstances - except for necessary travel, authorized by the agency. If at any time the agency wishes to employ this student on a full or part-time basis, I will notify Georgia Tech in writing immediately. Such notification will certify that such student is no longer eligible for continuation in the Work-Study Program.

I agree to accept the duties of supervisor as outlined in the attached Agreement. I will notify the Work-Study Coordinator in writing of any student negligence and/or failure to comply with the Program Regulations and personnel policies of this agency.

I understand that the student is to work under my direction. It is understood that, notwithstanding the payment by Georgia Tech of the stipend hereby provided, the student shall be deemed to be an employee of the agency, and not of the Georgia Institute of Technology, during all the time that the student is working under the supervision of the agency - either on agency property or in the course of agency business.

I hereby certify that the supervisory time used as the local matching requirement for the Work-Study Program was made up of non-Federal funds, and was not committed to matching any other Federal grant.

Supervisor Signature

Date

Title

Work-Study Coordinator

financial Aid form



ACADEMIC YEAR 1979-80

COLLEGE SCHOLARSHIP SERVICE OF THE COLLEGE BOARD

WHAT IS THE FINANCIAL AID FORM?

The *Financial Aid Form* (FAF) is a document used to collect information for determining a student's need for financial aid. You submit the FAF to the College Scholarship Service (CSS), an activity of the College Board, where it is analyzed. The information you report on the FAF is confidential and is sent only to the recipients you indicate.

The CSS does not award financial aid; rather it evaluates your financial ability to contribute to the costs of education beyond high school.

The FAF may be used to apply for:

- the Basic Educational Opportunity Grant Program
- many state scholarship and grant programs
- financial aid administered by colleges and other institutions of education beyond high school

The decision to award financial aid rests with the individual institutions and programs, which directly inform students whether or not they are eligible for financial aid. Some of these may also request completion of separate financial aid applications.

WHO COMPLETES THE FAF?

The FAF is completed by parents, in behalf of their children, and by students who are applying for financial aid for the academic year 1979-80.

If you answer "Yes" to ANY part of Items 13, 14, or 15 for ANY of the years indicated, your parents **MUST** complete the parents' section (Items 17-48) of the FAF. Refer to the definition of "parents" in the Instructions for Completing the FAF.

Even if you answer "No" to Items 13, 14, and 15 for all years, the institution you are applying to may require parents' information. You should follow any specific instructions you receive from the institution or program.

When parents' information is required and your parents are separated or divorced, Items 17-48 should be completed by the parent who has (or had) custody of you. Information may also be required of parent's present spouse, if any. See the Instructions for Completing the FAF.

Student's information (Items 1-16 and 49 and following) should be completed by all students.

WHEN SHOULD THE FAF BE COMPLETED?

The FAF should be completed **after January 1, 1979**. Mail this form as soon as possible, preferably at least one month or more before the earliest financial aid deadline for the institutions and programs you list to receive the FAF.

Do **not** file this FAF after **March 15, 1980**.

It is not necessary to delay filing the FAF until the 1978 U.S. income tax return is filed. If the 1978 return has not been filed, estimate amounts you expect to report on the return.

WHAT PROCEDURES ARE FOLLOWED TO ENSURE ACCURACY?

It is important that you provide accurate and complete information on the FAF. Failure to do so may jeopardize your request for financial aid.

If you use the FAF to establish eligibility for federal student financial aid funds, you should know that *any person who intentionally makes false statements or misrepresentations on this form is subject to fine, or to imprisonment, or to both, under provisions of the United States Criminal Code.*

In order to ensure accurate reporting of data on the FAF, the CSS may request authorization to obtain an official copy of the parents' or student's 1978 U.S. income tax return from the Internal Revenue Service (IRS). Do not send any income tax returns with the FAF to the CSS. Your authorization and any tax returns obtained by using the authorization

are confidential and are not sent to institutions and programs. Some institutions and programs may request that you send a copy of your income tax return to them. If so, send it directly to the requesting institution. Failure to provide requested documentation may result in denial of aid.

WILL THE CSS SEND AN ACKNOWLEDGMENT?

If an institution or program is listed in Item 81, the CSS will send you an Acknowledgment when processing of your FAF has been completed. The Acknowledgment includes an Additional College Request (ACR) form for you to submit if you later want copies of the FAF sent to institutions or programs not originally listed. The fee for ACR processing is \$3.50 for the first institution or program later designated to receive a copy of the FAF and \$2.50 for each additional one.

WHAT IS MY CSS ESTIMATED CONTRIBUTION?

Your estimated contribution is the amount of money the CSS calculates you and your family are able to provide for the expenses of college or other education beyond high school. Each institution or program has final responsibility for determining your contribution. This figure may differ from the CSS estimated contribution.

The CSS estimate is provided as part of the Acknowledgment and is sent with explanatory material. If you want to receive the report of CSS Estimated Contribution, add \$1.00 to the processing fee and check the appropriate box in Item 82.

WHAT IS THE FEE FOR FILING THE FAF?

The CSS processing fee is \$4.75 for the first institution or program designated to receive a copy of the FAF and \$2.50 for each additional one. If you are requesting the report of your CSS Estimated Contribution, you should include an additional fee of \$1.00.

The fee covers the costs of analyzing the FAF and sending copies of the FAF and the analysis to institutions and programs. Please make your check or money order payable to the College Scholarship Service. *Do not send cash.*

There is no charge for using the FAF to apply for the Basic Educational Opportunity Grant (BEOG) Program.

WHERE TO MAIL THE FAF

Mail your completed FAF in the attached envelope to the appropriate CSS office listed below.

COLLEGE SCHOLARSHIP SERVICE Box 2700 Princeton, NJ 08541	OR	COLLEGE SCHOLARSHIP SERVICE Box 380 Berkeley, CA 94701
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IF YOU LIVE IN:

Alabama . . . AL	New Hampshire NH
Canal Zone . . CZ	New Jersey . . NJ
Connecticut . CT	New York . . . NY
Delaware . . . DE	North Carolina NC
District of Columbia DC	Ohio OH
Florida FL	Pennsylvania PA
Georgia GA	Puerto Rico . PR
Indiana IN	Rhode Island RI
Kentucky . . . KY	South Carolina SC
Louisiana . . LA	Tennessee . . TN
Maine ME	Vermont . . . VT
Maryland . . . MD	Virgin Islands VI
Massachusetts MA	Virginia . . . VA
Michigan . . . MI	West Virginia WV
Mississippi . . MS	Wisconsin . . WI

IF YOU LIVE IN:

Alaska AK	Nebraska . . . NE
American Samoa . AS	Nevada NV
Arizona AZ	New Mexico . . NM
Arkansas . . . AR	North Dakota ND
California . . . CA	Oklahoma . . . OK
Colorado CO	Oregon OR
Guam GU	South Dakota SD
Hawaii HI	Texas TX
Idaho ID	Trust Territory (Marshall, Northern, and Caroline Is.) TT
Illinois IL	Utah UT
Iowa IA	Washington . . MO
Kansas KS	Wyoming WY
Minnesota . . MN	
Missouri MO	
Montana MT	

If where you live is not listed above, send your FAF to the CSS office in Princeton, NJ.

Financial Aid Form (FAF)

Academic Year 1979-80

STUDENT'S INFORMATION

STUDENT'S NAME		STUDENT'S LAST NAME		STUDENT'S FIRST NAME		MI		2 STUDENT'S SOCIAL SECURITY NUMBER				3 STUDENT'S DATE OF BIRTH MONTH DAY YEAR				1 <input type="checkbox"/> M 2 <input type="checkbox"/> F	
STUDENT'S PERMANENT MAILING ADDRESS		NUMBER, STREET, AND APARTMENT NUMBER						6 STUDENT'S STATE OF LEGAL RESIDENCE (See instructions.)				7 STUDENT'S MARITAL STATUS (Check only one box) Unmarried <input type="checkbox"/> 1 Married <input type="checkbox"/> 2 Separated <input type="checkbox"/> 3 Date of marriage or separation				8 IS STUDENT • a U.S. citizen? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2 • a permanent resident or does student meet criteria stated in the instructions? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2	
CITY		STATE ABBREVIATION		ZIP CODE		Expected degree Month & Year		98 Will student have received a bachelor's degree before July 1, 1979? (If "Yes," see instructions.) Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2				10 Name of institution student attended in 1978-79. if an entering first-time student during 1979-80 enter your high school 6-digit code number. Otherwise, leave blank.				CODE NUMBER	
A Student's year in college or other education beyond high school during 1979-80: (Check only one box) FIRST (freshman) 1 <input type="checkbox"/> SECOND (sophomore) 2 <input type="checkbox"/> THIRD (junior) 3 <input type="checkbox"/> FOURTH (senior) 4 <input type="checkbox"/> FIFTH (undergraduate) 5 <input type="checkbox"/> GRADUATE / PROFESSIONAL 6 <input type="checkbox"/>																	
For what academic period(s) in 1979-80 does the student want financial assistance? (Check all boxes that apply) 1 <input type="checkbox"/> Academic year, 1979-80 2 <input type="checkbox"/> Summer term, 1979 3 <input type="checkbox"/> Fall term, 1979 4 <input type="checkbox"/> Winter term, 1979-80 5 <input type="checkbox"/> Spring term, 1980 6 <input type="checkbox"/> Summer term, 1980																	
12 During 1979-80, student plans to live: 1 <input type="checkbox"/> with parents 2 <input type="checkbox"/> on campus 3 <input type="checkbox"/> off campus																	
13 Did (or will) student live with parents for more than six weeks during: 1978? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2 1979? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2 1980? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2																	
14 Did (or will) parents claim student as a U.S. income tax exemption for: 1978? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2 1979? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2 1980? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2																	
15 Did (or will) student receive assistance worth more than \$750 from parents during: 1978? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2 1979? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2 1980? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2																	
16 Are both student's parents deceased? Yes <input type="checkbox"/> 1 No <input type="checkbox"/> 2																	

PARENTS' CONFIDENTIAL STATEMENT

Parents' Annual Income			
	1977	1978	Est'd 1979
Enter yearly amounts in boxes only.			
TAXABLE INCOME			
17 A Wages, salaries, etc. — father or stepfather	\$	\$	\$
B Wages, salaries, etc. — mother or stepmother	\$	\$	\$
C Interest income	\$	\$	\$
D Dividends	\$	\$	\$
E Taxable income other than wages, interest and dividends (itemize and give dollar amounts in 80.)	\$	\$	\$
Subtotal (Add 17A through 17E.)	\$	\$	\$
18 Adjustments to Income (Enter ONLY allowable adjustments from lines 28 and 30 of IRS Form 1040. If none, enter zero.)	\$	\$	\$
19 ADJUSTED GROSS INCOME (Subtract 18 from subtotal.) (line 31 of IRS Form 1040 or line 10 of Form 1040A)	\$	\$	\$
NONTAXABLE INCOME (See instructions.)			
20 Social security benefits	\$	\$	\$
21 Other nontaxable income (child support, welfare, veterans benefits, etc.)	\$	\$	\$
22 TOTAL INCOME (Add 19, 20, and 21.)	\$	\$	\$
Parents' Annual Expenses			
	1978		
23 U.S. INCOME TAX PAID (line 47 of IRS Form 1040 or line 13 of IRS Form 1040A)	\$		
24 IRS ITEMIZED DEDUCTIONS (line 39 of Schedule A, IRS Form 1040)	\$		
25 STATE AND OTHER TAXES	\$		
26 MEDICAL AND DENTAL EXPENSES NOT COVERED BY INSURANCE (See instructions.)	\$		
27 CASUALTY OR THEFT LOSSES (See instructions.)	\$		
28 UNREIMBURSED ELEMENTARY AND HIGH SCHOOL TUITION AND FEES FOR DEPENDENT CHILDREN, excluding the student applicant	\$		
29 OTHER UNUSUAL EXPENSES	\$		

Father or Stepfather

38 NAME _____ AGE _____

STREET ADDRESS _____

CITY/STATE/ZIP _____

OCCUPATION/EMPLOYER _____

SOCIAL SECURITY NUMBER _____ STATE OF LEGAL RESIDENCE _____

Mother or Stepmother

39 NAME _____ AGE _____

STREET ADDRESS _____

CITY/STATE/ZIP _____

OCCUPATION/EMPLOYER _____

SOCIAL SECURITY NUMBER _____ STATE OF LEGAL RESIDENCE _____

Parents' Additional Information

40 PARENTS' CURRENT MARITAL STATUS (Check only one box): 1 ☐ Single 3 ☐ Separated 5 ☐ Mother living, father deceased
2 ☐ Married 4 ☐ Divorced 6 ☐ Father living, mother deceased

41 PARENTS' ENTRIES FOR 1978 in 17 through 19, 23 through 27, and 42. (Check only one box): 1 ☐ are from a completed 1978 U.S. income tax return 2 ☐ are estimated. 3 ☐ Parents will not file a 1978 U.S. income tax return.

42 TOTAL NUMBER OF EXEMPTIONS claimed on parents' 1978 U.S. income tax return 1978 _____

43 TOTAL SIZE OF PARENTS' HOUSEHOLD (Include the student named on this form, if a member of parents' household, parents, and other dependent children. Include other dependents if they meet criteria stated in the instructions.) 1979-80 _____

44 IF STUDENT APPLICANT IS NOT INCLUDED IN 43, CHECK HERE ☐

45 NUMBER IN COLLEGE (Of the number entered in 43, how many will be enrolled in college or other education beyond high school at least half-time during the 1979-80 academic year?) 1979-80 _____

46 IF STUDENT APPLICANT IS NOT INCLUDED IN 45, CHECK HERE ☐

47 PROVIDE INFORMATION BELOW FOR ALL CHILDREN AND OTHER DEPENDENTS ENTERED IN 43

A Name (If you need additional space, use 80.)	B Age	C Name of institution to be attended in 1979-80	D Year in school in 1979-80	E Unreimbursed tuition and fees	F Enrolled: Full-time or Half-time or more
1 STUDENT APPLICANT					
2				\$	
3				\$	
4				\$	
5				\$	

Parents' Assets and Indebtedness

Enter information in boxes only.		Present Market Value	Unpaid Mortgage Principal or Debts
30 HOME IF OWNED OR BEING PURCHASED			
YEAR PURCHASED 19	PURCHASE PRICE \$	\$	\$
31 OTHER REAL ESTATE		\$	\$
32 INVESTMENTS (STOCKS, BONDS, AND OTHER SECURITIES)		\$	\$
33 BUSINESS (include your share of all business assets noted in instructions)		\$	\$
34 FARM (include your share of all farm assets noted in instructions.)		\$	\$
35 CASH, SAVINGS, AND CHECKING ACCOUNTS		\$	\$
36 CONSUMER INDEBTEDNESS		\$	\$

Divorced/Separated Parents

(To be completed by parent who has filed this FAF)

48 A OTHER PARENT'S NAME	
HOME ADDRESS	
OCCUPATION/EMPLOYER	
B Date of divorce or separation	C Who claimed student as a tax dependent?
D Total amount of child support received for all children in 1978	E According to court order, when will (did) support for student end?

INSTRUCTIONS FOR COMPLETING THE FAF

To avoid delays in processing, it is important that you complete all items on the FAF according to the following instructions:

- Please type or print all entries in black or dark ink; do not use a pencil.
- Enter each response in the proper area. Do not make entries outside boxes or enter more than one set of figures in a box.
- Enter amounts in dollars; omit cents. Do not use commas between dollar values. For example, if wages, salaries, tips, and other compensation are \$5,398.24, enter \$5398.
- Do not leave dollar items blank. Enter a zero (0) where appropriate. Do not use such words as "unknown," "none," or "same."
- Use Item 80 to explain circled items and any unusual circumstances. Attach additional sheets of paper if more space is needed. On any additional sheets, be certain to give the student's complete identification information and the CSS code numbers of the institutions and programs to receive the FAF.

Certain sections of the FAF are reproduced below to assist you in completing the form. Keep these instructions and the worksheets for your records.

STUDENT'S INFORMATION

- ITEM 1.** Enter student's complete name, giving last name, first name, and middle initial.
- ITEM 2.** Enter student's social security number.
- ITEM 3.** Enter student's date of birth, using numbers for month, day, and year.
- ITEM 4.** Indicate student's sex.
- ITEM 5.** Enter the address where the student can be certain of receiving notification of the processing of this form. Use the state abbreviations on the front cover.
- ITEM 6.** Enter the abbreviation for the student's state of legal residence. Use the state abbreviations on the front cover.
- ITEM 7.** Indicate student's current marital status. If married or separated, enter the date of marriage or separation. If student intends to marry before July 1, 1980, enter date of intended marriage.
- ITEM 8.** Indicate student's U.S. citizenship status. Answer "Yes" if student is a U.S. citizen, national or permanent resident; a citizen of the Northern Mariana Islands; a permanent resident of the Trust Territory of the Pacific Islands; or is in the U.S. for other than a temporary purpose and intends to become a permanent resident. In order to meet the last criterion, student must possess an I-171 or an I-464A, both of which are approval notices to apply for permanent residence, or an I-94 (arrival-departure form) endorsed either: (1) conditional entrant status or indefinite parole, or (2) employment authorized and adjustment applicant. In addition, student may answer "Yes" if student has been granted asylum and been given voluntary departure for a period of one year. Note: If student is in the U.S. on an F-1 or F-2 student visa, student is not eligible for federal student aid and must answer "No" to this item.
- ITEM 9A.** Indicate student's year in college or other education beyond high school during 1979-80. Also, enter student's present degree objective and expected date of graduation. "Fifth (undergraduate)" means the fifth year of an undergraduate curriculum that normally requires five years for completion. If "fifth" is indicated, see the back cover for BEOG eligibility criteria. Graduate students are not eligible for BEOG.
- ITEM 9B.** If student has already received a bachelor's degree (or higher degree) from a U.S. institution or an equivalent degree from a foreign institution, or if student will receive such a degree before July 1, 1979, answer "Yes" to this item. Note: A student is not eligible for a BEOG award if he or she has received a bachelor's degree.

ITEM 10. Enter the name of the institution, if any, that student attended in 1978-79. If the student is an entering, first-time student in 1979-80, enter the student's high school 6-digit code number. The code number may be obtained from the guidance office of the student's high school. The code number will be used to provide student's name and FAF processing status to student's high school.

ITEM 11. Indicate the academic period(s) for which the student is seeking financial assistance. Check all boxes that apply.

ITEM 12. Indicate where the student plans to live during 1979-80. "On campus" means residence facilities operated by or for the institution; "off-campus" means residence facilities not operated by or for the institution, but not including the parents' home. If student's choice of institution has not been made, the student should indicate his or her plans for the first institution listed in Item 81.

ITEMS 13-15. These items should be completed with regard to student's parents. For purposes of this form, the term "parents" is defined to be the student's mother and/or father or adoptive parent(s). Foster parents and guardians are not defined as parents.

If both student's parents are deceased, answer "No" to all questions in Items 13-15. For Item 15, assistance includes food, housing, clothes, medical and dental care, cash, gifts, cost of education, etc.

If you answer "Yes" for any question for any year, the parents' confidential statement (Items 17-48) must be completed.

If you answer "No" to every question for every year with regard to student's parents, the parents' confidential statement (Items 17-48) need not be completed; however, some institutions or programs to which you are applying may require this information. You should follow any specific instructions you receive from the institution or program.

ITEM 16. Indicate whether both of student's parents are deceased.

Note: Funds received by the student or parents as an award under the Distribution of Judgment Funds Act or the Alaska Native Claims Settlement Act should NOT be reported as income or assets on this form. Property should not be reported as an asset if: (a) it may not be sold or have loans placed against it without consent of the Secretary of Interior, or (b) the property is held in trust by the U.S. Government.

Note: If student or parents filed a 1978 income tax return with a Government outside the U.S., include information corresponding to that requested in any item referring to the U.S. income tax return.

PARENTS' CONFIDENTIAL STATEMENT

If student's parents are separated or divorced, provide information for the parent who has or had custody of the student. If no custody was awarded, or if parents have or had equal custody of the student, provide information for the parent with whom the student resided for the greater portion of the 12-month period preceding the date of completing this form.

If parents are divorced, or if parent is widowed, and the parent has remarried, financial information of student's stepparent may need to be reported. Student's stepparent's information should be reported (together with parent's information) if either (a) student did or will live with stepparent (and parent) for more than six weeks during 1978, 1979, or 1980; or (b) student did or will receive more than \$750 in financial assistance from stepparent in 1978, 1979, or 1980.

If one of student's parents is deceased, and the surviving parent has not remarried, provide 1978 and 1979 income and expense information for only the surviving parent.

The parents' confidential statement (Items 17-48) should not be completed by student or student's spouse.

Parents' Annual Income		1977	1978	Est'd 1979
Enter yearly amounts in boxes only.				
TAXABLE INCOME				
17 A	Wages, salaries, etc. — father or stepfather	\$	\$	\$
	B Wages, salaries, etc. — mother or stepmother	\$	\$	\$
	C Interest income	\$	\$	\$
	D Dividends	\$	\$	\$
	E Taxable income other than wages, interest, and dividends (Itemize and give dollar amounts in 80)	\$	\$	\$
	Subtotal (Add 17A through 17E) ▶	\$	\$	\$
18	Adjustments to Income (Enter ONLY allowable adjustments from lines 28 and 30 of IRS Form 1040. If none, enter zero.)	\$	\$	\$
19	ADJUSTED GROSS INCOME (Subtract 18 from subtotal) (line 31 of IRS Form 1040 or line 10 of Form 1040A) ▶	\$	\$	\$
NONTAXABLE INCOME (See instructions)				
20	Social security benefits	\$	\$	\$
21	Other nontaxable income (child support, welfare, veterans benefits, etc.)	\$	\$	\$
22	TOTAL INCOME (Add 19, 20, and 21) ▶	\$	\$	\$
Parents' Annual Expenses				
23	U.S. INCOME TAX PAID (line 47 of IRS Form 1040 or line 13 of IRS Form 1040A)	\$	\$	\$
24	IRS ITEMIZED DEDUCTIONS (line 38 of Schedule A, IRS Form 1040)	\$	\$	\$
25	STATE AND OTHER TAXES	\$	\$	\$
26	MEDICAL AND DENTAL EXPENSES NOT COVERED BY INSURANCE (See instructions)	\$	\$	\$
27	CASUALTY OR THEFT LOSS(ES) (See instructions)	\$	\$	\$
28	UNREIMBURSED ELEMENTARY AND HIGH SCHOOL TUITION AND FEES FOR DEPENDENT CHILDREN, excluding the student applicant	\$	\$	\$
29	OTHER UNUSUAL EXPENSES	\$	\$	\$

Enter total annual amounts only. Whenever an individual entry is from more than one source, itemize and give dollar amounts in Item 80. The IRS references on the FAF are for the 1978 U.S. income tax return. For 1979, provide best estimates.

In completing Items 17-19 and 23-27, if parents are married and file separate U.S. income tax returns, add the figures from both returns and report the total.

ITEMS 17A-B. Enter the amount of wages, salaries, tips, and other compensation earned by (A) father and (B) mother. For 1978, include amounts reported on lines 8, 13, and 19 of parents' 1978 U.S. income tax Form 1040, or line 7 of Form 1040A. Also include income from employment which parents were not required to report on a U.S. income tax return.

ITEM 17C. Enter the amount of "interest income" received by parents. For 1978, include amount reported on line 9 of parents' 1978 U.S. income tax Form 1040, or line 8 of Form 1040A.

ITEM 17D. Enter the amount of "dividends" received by parents. For 1978, include amount reported on line 10c of parents' 1978 U.S. income tax Form 1040, or line 9c of Form 1040A.

Parents' Annual Income and Expenses (continued)

ITEM 17E. Enter the amount of taxable income other than wages, interest, and dividends received by parents. For 1978, include amounts reported on lines 11, 12, 14-18, and 20 of parents' 1978 U.S. income tax Form 1040. Itemize and give dollar amounts in Item 80.

ITEM 18. Enter the amount of "adjustments to income" reported on lines 28 and 30 of parents' 1978 U.S. income tax Form 1040. Enter only IRS allowable amounts for forfeited interest, moving expense, employee business expense, payments to a Keogh or an individual retirement plan, alimony paid, and disability income exclusion (sick pay). Itemize and give dollar amounts in Item 80.

ITEM 19. Enter the amount of "adjusted gross income" reported on line 31 of parents' 1978 U.S. income tax Form 1040, or line 10 of Form 1040A. If parents will not file a 1978 U.S. income tax return, be certain to include in this item parents' employment earnings, interest, dividends, and any other income received in 1978 that would normally be subject to tax. Do not include any amount reported in Item 20 or 21. Amount should equal the sum of Items 17A through 17E, minus Item 18.

ITEM 20. Enter the amount of social security benefits received by parents and student. The student's benefits are also to be reported in Items 63 and 64.

ITEM 21. Enter the total of all other nontaxable income received by parents. Include:

- Child support, welfare benefits, and unemployment compensation.
- Veterans benefits except educational benefits.
- Any other income which is not subject to income tax, such as interest on tax-free bonds; untaxed portions of pensions and capital gains; and military, clergy, and other subsistence and housing allowances.

Do not

- include:
- Amounts received from student aid programs (educational loans, work-study earnings, grants, or scholarships).
 - Social security benefits.
 - Veterans educational benefits (GI Bill or War Orphans' and Widows' Educational Assistance).
 - "Adjustments to income" reported in Item 18.
 - Any income reported in Items 17A through 17E.

ITEM 22. If the amount entered for 1978 is different by \$2,000 or more than that entered for 1977, complete the shaded 1977 column for Items 17-21. Also, if the amount entered for 1979 is different by \$2,000 or more from that entered for 1978, explain in Item 80.

ITEM 23. Enter parents' U.S. income tax paid as reported on line 47 of 1978 U.S. income tax Form 1040, or line 13 of Form 1040A. Do not copy from a W-2 Form tax withheld. If parents will not file a 1978 U.S. income tax return, enter zero.

ITEM 24. If parents itemize deductions on their 1978 U.S. income tax return, enter the amount of "total deductions" reported on line 39 of Schedule A, Form 1040. If parents do not itemize deductions, enter a zero.

ITEM 25. If parents itemize deductions on their 1978 U.S. income tax return, enter the amount of state and other taxes reported on line 17 of Schedule A, Form 1040. If parents take a standard deduction or will not file a 1978 return, enter the total of state and local income, real estate, gasoline, sales, personal property, and other taxes. Do not include U.S. income tax.

ITEM 26. If parents itemize deductions on their 1978 U.S. income tax return, enter the total of medicine, drugs, and other medical and dental expenses reported on lines 2 and 6 of Schedule A, Form 1040. If parents take a standard deduction or will not file a 1978 return, enter the amount of medical and dental expenses for parents' household paid in 1978 which were not covered by insurance. Do not include the cost of medical and dental insurance premiums.

ITEM 27. If parents itemize deductions on their 1978 U.S. income tax return, enter the amount of casualty or theft loss(es) reported on line 29 of Schedule A, Form 1040. If parents take a standard deduction or will not file a 1978 return, determine the amount of each loss not covered by insurance, due to theft or damage by fire, storm, or accident. Subtract \$100 from the amount of each loss; add the net amount of each of these losses and enter the total.

ITEM 28. Enter the amount of elementary, junior high, and senior high school tuition and fees parents paid in 1978 for all dependent children (other than the student) included in Item 43. Do not report any amounts which were paid by scholarships or other forms of student aid.

ITEM 29. Enter the total amount of other unusual expenses such as payments for child support, expenses associated with a handicap, funerals, legal fees, and water, street, and sewer assessments. Itemize and give dollar amounts in Item 80.

In completing Items 30-34, enter the market value of each asset listed. Market value is the amount for which the asset could currently be sold. Do not use such valuations as assessed value, insured value, or taxed value. Do not report personal or consumer debts that are not related to the assets listed.

Do not report any asset or debt more than once.

ITEM 30. Enter the present market value of parents' home. Also, enter unpaid mortgage principal and related debts on parents' home.

ITEM 31. Enter the present market value of parents' other real estate. Also, enter unpaid mortgage principal and debts on parents' other real estate. Report business or farm assets and debts only in Item 33 or 34.

ITEM 32. Enter the present market value of parents' investments (including stocks, bonds, and other securities). Also, enter unpaid debts on parents' investments. Report business or farm assets and debts only in Item 33 or 34.

ITEM 33. If parents own all or part of a business, enter the present market value of business. Also, enter the present mortgage and related debts for which the business assets are used as collateral. Do not include value of home even if part of business property; report value of home only in Item 30. If parents are not the sole owners of the business, enter only the amount of their share of the total business market value and debt. Some institutions require that parents reporting business assets complete Business Supplement form, available where you obtained this FAF.

BUSINESS WORK SHEET

- Percentage of ownership _____ %
- Current assets (cash and other current assets less reserve for bad debts) \$ _____
- Fixed assets (present market value of land, buildings, equipment, and other fixed assets) \$ _____
- Total assets (Add B and C.) \$ _____
- Multiply total assets by percentage of ownership. (Enter amount in Item 33, market value.) \$ _____
- Total indebtedness (mortgage on land and buildings and other business indebtedness) \$ _____
- Multiply total indebtedness by percentage of ownership. (Enter amount in Item 33, debts.) \$ _____

ITEM 34. If parents own all or part of a farm, enter the present market value of farm. Also, enter the present mortgage and related debts for which the farm assets are used as collateral. Do not include value of home even if part of farm property; report value of home only in Item 30. If parents are not the sole owners of the farm, enter only the amount of their share of the total farm market value and debt. Some institutions require that parents reporting farm assets complete a Farm Supplement form, available where you obtained this FAF.

FARM WORK SHEET

- Percentage of ownership _____ %
- Total assets (present market value of land and buildings [excluding farm home]; bank accounts and accounts receivable; livestock, grain, hay, and other products; machinery and other assets) \$ _____
- Multiply total assets by percentage of ownership. (Enter amount in Item 34, market value.) \$ _____
- Total indebtedness (mortgage on farm [excluding farm home]; debts on machinery and equipment; other debts) \$ _____
- Multiply total indebtedness by percentage of ownership. (Enter amount in Item 34, debts.) \$ _____

ITEM 35. Enter the present amount of parents' cash, savings, and checking accounts.

ITEM 36. Enter the present amount of parents' consumer indebtedness (such as debt for purchase of automobiles, appliances, and other consumer durables; and retail store and bank charge accounts).

ITEM 37. Do not include any expenses already entered in Items 23-29 or any debt entered in Items 30-34 and 36. Include only debt outstanding from 1977 or before. Include such past debts as medical and dental expenses; remaining business indebtedness if business dissolved; funeral expenses; legal fees; unreimbursed job-related moving expenses; natural disasters not covered by insurance; liens; living expenses; business failure, prolonged illness, or unemployment has depleted assets and forced indebtedness; and educational indebtedness of parents or other family members except the student. Enter student's educational indebtedness in Item 73. Do not include any other type of debt outstanding.

PARENTS' INFORMATION

ITEM 38. Enter appropriate information for father or stepfather.

ITEM 39. Enter appropriate information for mother or stepmother.

Parents' Assets and Indebtedness

Enter information in boxes only.

	Present Market Value	Unpaid Mortgage Principal or Debts
30 HOME, IF OWNED OR BEING PURCHASED		
YEAR PURCHASED 19 PURCHASE PRICE \$	\$	\$
31 OTHER REAL ESTATE	\$	\$
32 INVESTMENTS (STOCKS, BONDS, AND OTHER SECURITIES)	\$	\$
33 BUSINESS (Include your share of all business assets noted in instructions.)	\$	\$
34 FARM (Include your share of all farm assets noted in instructions.)	\$	\$
35 CASH, SAVINGS, AND CHECKING ACCOUNTS.	\$	
36 CONSUMER INDEBTEDNESS		\$
37 OTHER INDEBTEDNESS (Debts from 1977 or before. Do not include any debts entered above.)		\$

41. Indicate whether the 1978 U.S. income tax return figures provided in Items 23-27, and 42 are (1) from a completed return, (2) estimated, or (3) parents will file a 1978 U.S. income tax return.

Note: If parents file a U.S. income tax return, the amounts reported on this form should be the same as reported in the corresponding items of parents' return. Parents are required to provide a copy of their return (and other documentation) before financial aid is awarded.

42. Enter the number of exemptions reported on line 7 of parents' 1978 U.S. income tax Form 1040, or line 6 of Form 1040A. If parents did not and will not file a 1978 return, enter zero.

43. Enter the total number of persons for whom parents will provide more than half support between July 1, 1979, and June 30, 1980. Include the student if a member of parents' household, parents, and parents' dependent children. Include other persons only if they now live with and receive more than one-half their support from the parents. Do not leave blank and do not enter zero. List children and other dependents in Item 47.

44. Indicate whether student is included in number reported in Item 43.

45. Enter the appropriate number of persons reported in Item 43 who will be enrolled in a college, university, vocational or technical school, or other education beyond high school, on at least a half-time basis, during the 1979-80 academic year. If persons are included in this item, provide in Item 80 the same educational information required for children and other dependents in Item 47.

46. Indicate whether student is included in number reported in Item 45.

47. Enter appropriate information for student and all children and other dependents included in the number entered in Item 43. Do not list parents.

48. If student's parents are separated or divorced, enter appropriate information regarding the other parent.

Student's Information (continued)

Students should complete all items. Do not leave items blank. Enter zero where appropriate.

Student's Income and Expenses

Do not enter monthly amounts.	Calendar Year 1978	Summer 1979 3 months	Estimated Academic Year 1979-80 8 months
STUDENT'S WAGES, SALARIES, TIPS, etc. (before taxes and deductions) (Do not include work-study earnings.)	\$	\$	\$
SPOUSE'S WAGES, SALARIES, TIPS, etc. (before taxes and deductions) (Do not include work-study earnings.)	\$	\$	\$
OTHER TAXABLE INCOME (interest, dividends, etc.)	\$	\$	\$
ADJUSTED GROSS INCOME (line 31 of IRS Form 1040 or line 10 of IRS Form 1040A) (Do not include work-study earnings. See instructions.)	\$		
NONTAXABLE INCOME AND BENEFITS (See instructions. Do not include social security or veterans educational benefits reported in 63-66.)	\$	\$	\$
FINANCIAL ASSISTANCE FROM STUDENT'S PARENTS		\$	\$
FINANCIAL ASSISTANCE FROM SPOUSE'S PARENTS		\$	\$
GRANTS, SCHOLARSHIPS, EDUCATIONAL LOANS, WORK-STUDY (include only aid actually awarded)		\$	\$
U.S. INCOME TAX PAID (line 47 of IRS Form 1040 or line 13 of IRS Form 1040A)	\$		
IRS ITEMIZED DEDUCTIONS (line 39 of Schedule A, IRS Form 1040)	\$		
MEDICAL AND DENTAL EXPENSES NOT COVERED BY INSURANCE (See instructions.)	\$	\$	\$
CASUALTY OR THEFT LOSS(ES) (See instructions.)	\$	\$	\$
UNREIMBURSED ELEMENTARY AND HIGH SCHOOL TUITION AND FEES FOR DEPENDENT CHILDREN	\$	\$	\$
OTHER UNUSUAL EXPENSES	\$	\$	\$

For total amounts according to the column headings. Whenever an individual entry is from more than one source, itemize and give dollar amounts in Item 80. The IRS instructions on the FAF are for the 1978 U.S. income tax return. For summer 1979 and academic year 1979-80, provide best estimates.

If student is married, Items 51-62 apply to both student and student's spouse. If student is separated or divorced, provide only that information which applies to the student.

In completing Items 49-52 and 57-60, if student is married and student and spouse have separate U.S. income tax returns, add the figures from both returns and report the total.

49. Enter the amount of student's wages, salaries, tips, and other compensation earned (or to be earned) by student. For 1978, include amounts for student reported on lines 8, 13, and 19 of 1978 U.S. income tax Form 1040, or line 7 of Form 1040A. Also include income from employment which student was not required to report on a U.S. income tax return. Do not include any income received as a result of employment provided by student aid programs.

50. Enter the amount of spouse's wages, salaries, tips, and other compensation earned (or to be earned) by student's spouse. For 1978, include amounts for spouse

1040A. Also include income from employment which student's spouse was not required to report on a U.S. income tax return. Do not include any income received as a result of employment provided by student aid programs.

ITEM 51. Enter all other taxable income, including "interest income" (line 9 of student's U.S. income tax Form 1040, or line 8 of Form 1040A); "dividends" (line 10c of Form 1040, or line 9c of Form 1040A); and income other than wages, interest, and dividends (lines 11, 12, 14-18, and 20 of Form 1040). Itemize and give dollar amounts in Item 80.

ITEM 52. Enter the amount of "adjusted gross income" reported on line 31 of student's 1978 U.S. income tax Form 1040, or line 10 of Form 1040A. If student (and spouse) will not file a 1978 U.S. income tax return, be certain to include in this item student's (and spouse's) employment earnings, interest, dividends and any other income received in 1978 that would normally be subject to tax. Do not include any income received as a result of employment provided by student aid programs. Do not include any amount reported in Item 53 or Items 63-66.

ITEM 53. Enter all nontaxable income and benefits received by student (and spouse) except social security benefits or veterans educational benefits reported in Items 63-66. Include:

- Veterans benefits, except educational benefits reported in Items 65-66.
- Child support for student's children, student's welfare benefits, and unemployment compensation.
- Any other income which is not subject to income tax, such as interest on tax-free bonds; untaxed portions of pensions and capital gains; and military, clergy, and other subsistence and housing allowances.

Do not include

- Amounts received from student aid programs (educational loans, work-study earnings, grants, or scholarships).
- Social security benefits.
- Veterans educational benefits (GI Bill or War Orphans' and Widows' Educational Assistance).
- "Adjustments to income" reported on student's 1978 U.S. income tax Form 1040, lines 28 and 30.
- Any income reported in Items 49-52.

ITEM 54. Enter the total amount of assistance estimated to be available from student's parents, including cash, gifts, and expenses paid by student's parents (such as food, clothing, and insurance). Do not include welfare benefits or child support received by parents for the student.

ITEM 55. Enter the total amount of assistance estimated to be available from spouse's parents, including cash, gifts, and expenses paid by spouse's parents (such as food, clothing, and insurance).

ITEM 56. Enter the total amount of grants, scholarships, educational loans, and earnings from student employment, including work-study, which has actually been awarded. Do not include any student aid for which you are now applying.

ITEM 57. Enter U.S. income tax paid as reported on line 47 of student's (and spouse's) 1978 U.S. income tax Form 1040, or line 13 of Form 1040A. Do not copy from a W-2 Form tax withheld. If student (and spouse) will not file a 1978 U.S. income tax return, enter zero.

ITEM 58. If student itemizes deductions on the 1978 U.S. income tax return, enter the amount of "total deductions" reported on line 39 of Schedule A, Form 1040. If student does not itemize, enter a zero.

ITEM 59. If student itemizes deductions on the 1978 U.S. income tax return, enter the total of medicine, drugs, and other medical and dental expenses reported on lines 2 and 6 of Schedule A, Form 1040. If student takes a standard deduction or will not file a 1978 return, enter the amount of medical and dental expenses for student's household paid in 1978 which were not covered by insurance. Do not include the cost of medical and dental insurance premiums.

ITEM 60. If student itemizes deductions on the 1978 U.S. income tax return, enter the amount of casualty or theft loss(es) reported on line 29 of Schedule A, Form 1040. If student takes a standard deduction or will not file a 1978 return, determine the amount of each loss not covered by insurance, due to theft or damage by fire, storm, or accident. Subtract \$100 from the amount of each loss; add the net amounts of each of the losses and enter the total.

ITEM 61. Enter the amount of elementary, junior high, and senior high school tuition and fees that student paid in 1978 for dependent children included in Item 75. Do not report any amounts which were paid by scholarships or other forms of student aid.

ITEM 62. Enter the total amount of expenses for housing, food, transportation, child care, taxes, etc., which are considered extraordinary. Also include the total amount of other unusual expenses such as payments for child support and alimony, expenses associated with a handicap, funerals, legal fees, and water, street, and sewer assessments. Itemize and give dollar amounts in Item 80.

Student's Benefits

	Calendar Year 1978	July 1, 1979-June 30, 1980
63 AMOUNT OF SOCIAL SECURITY BENEFITS to be received per month	\$	\$
64 NUMBER OF MONTHS social security benefits to be received		
65 AMOUNT OF VETERANS EDUCATIONAL BENEFITS to be received per month		\$
66 NUMBER OF MONTHS veterans educational benefits to be received		

ITEM 63. Enter the amount of social security benefits per month the student (and spouse) received during calendar year 1978 and expects to receive between July 1, 1979, and June 30, 1980.

ITEM 64. Enter the number of months that benefits reported in Item 63 were received during calendar year 1978 and are to be received between July 1, 1979, and June 30,

ITEM 65. Enter the amount of veterans educational benefits per month the student expects to receive between July 1, 1979, and June 30, 1980. Include only amounts that student (not other members of the student's household) will receive from the GI Bill - War Orphans' and Widows' Education Assistance Program. If you are unsure of these amounts, contact your local Veterans Administration office.

ITEM 66. Enter the number of months between July 1, 1979, and June 30, 1980, that benefits reported in Item 65 are to be received.

Student's Assets and Indebtedness

67 CASH, SAVINGS, AND CHECKING ACCOUNTS (Do not leave blank.)		
68 HOME, IF OWNED OR BEING PURCHASED	Present Market Value	Unpaid Mortgage Principal or Debts
YEAR PURCHASED 19 PURCHASE PRICE \$	\$	\$
69 INVESTMENTS (STOCKS, BONDS, AND OTHER SECURITIES) AND OTHER REAL ESTATE	\$	\$
70 BUSINESS (Include your share of all business assets noted in instructions.)	\$	\$
71 FARM (Include your share of all farm assets noted in instructions.)	\$	\$
72 CONSUMER INDEBTEDNESS		\$
73 OTHER INDEBTEDNESS (Do not include any debts entered above.)		\$

If student is married, Items 67-79 apply to both student and student's spouse. If student is separated or divorced, provide only that information which applies to the student.

In completing Items 68-71, enter the market value of each asset listed. Market value is the amount for which the asset could currently be sold. Do not use such valuations as assessed value, insured value, or taxed value. Do not report personal or consumer debts that are not related to the assets listed. Do not report parents' assets. Do not report any asset or debt more than once.

ITEM 67. Enter the present amount of student's cash, savings, and checking accounts. Do not include any amounts received through educational loans, grants, or scholarships.

ITEM 68. Enter the present market value of student's home. Also, enter unpaid mortgage principal and related debts on student's home.

ITEM 69. Enter the total present market value of student's investments (trusts, stocks, bonds, and other securities) and other real estate. Also, enter total debts and unpaid mortgage principal on student's investments and other real estate. Report business or farm assets and debts only in Item 70 or 71.

ITEM 70. If student owns all or part of a business, enter the present market value of business (including land, buildings, machinery, equipment, inventories, etc.). Also, enter the present mortgage and related debts for which the business assets are used as collateral. Do not include value of home even if part of business property; report value of home only in Item 68. If student is not the sole owner of the business, enter only the amount of his or her share of the total business market value and debt.

ITEM 71. If student owns all or part of a farm, enter the present market value of farm (including land, buildings, machinery, equipment, animals, inventories, etc.). Also, enter the present mortgage and related debts for which the farm assets are used as collateral. Do not include value of home even if part of farm property; report value of home only in Item 68. If student is not the sole owner of the farm, enter only the amount of his or her share of the total farm market value and debt.

ITEM 72. Enter the present amount of student's consumer indebtedness (such as debts for purchase of automobiles, appliances, and other consumer durables; and retail store and bank charge accounts).

ITEM 73. Do not include any expenses already entered in Items 57-62 or any debt entered in Items 68-72. Include only debt outstanding from 1977 or before. Include such past debts as medical and dental expenses; remaining business indebtedness if business dissolved; funeral expenses; legal fees; unreimbursed job-related moving expenses; natural disasters not covered by insurance; liens; and living expenses if business failure, prolonged illness, or unemployment has depleted assets and forced indebtedness; and educational indebtedness of student or other family members. Do not include any other type of debt outstanding.

Student's Additional Information

ITEM 74A. Indicate whether the 1978 U.S. income tax return figures provided in Items 49-52, 57-60, and 74B are (1) from a completed return, (2) estimated, or (3) student will not file a 1978 U.S. income tax return.

Note: If student files a U.S. income tax return, the amounts reported on this form should be the same as reported in the corresponding items of student's return. Student may be required to provide a copy of the return (and other documentation) before financial aid is awarded.

ITEM 74B. Enter the number of exemptions reported on line 7 of student's 1978 U.S. income tax Form 1040, or line 6 of Form 1040A. If student did not and will not file a 1978 return, enter zero.

ITEM 75. Enter the total number of persons for whom the student (and/or student's spouse) will provide more than one-half support between July 1, 1979, and June 30, 1980. Include the student, student's spouse and dependent children. Include other persons only if they now live with and receive more than one-half their support from the student. If student plans to marry, do not include future spouse in this item. Do not leave blank and do not enter zero. List spouse, children, and other dependents in Item 79.

ITEM 76. Enter the appropriate number of persons (including the student) reported in Item 75 who will be enrolled in a college, university, vocational or technical school, or other education beyond high school on at least a half-time basis during the 1979-80

ITEM 77. Enter the appropriate information for the student.

ITEM 78. Enter the appropriate information for the student's spouse.

ITEM 79. Enter appropriate information for spouse, dependent children, and other dependents included in the number entered in Item 75. Do not list the student.

ITEM 80. Explain all circled items and any unusual circumstances. If more space is needed, attach additional sheets of paper.

Institutions and Programs to Receive This FAF

81 If you are applying for financial aid from institutions, states, and other programs and want them to receive your FAF, enter their complete names, addresses, and CSS code numbers and enclose appropriate fee. Obtain code numbers from the enclosed CSS Code List. If a code number is not available, leave the CSS code number box blank. Do not enter the BEOG Program in this item. If you are applying ONLY to the BEOG Program, leave this item and 82 blank and complete 83 and 84.

NAME	CITY	STATE	CSS CODE NO.

82 Check the box next to the number of institutions and programs entered in 81, above and mail this FAF with check or money order for appropriate amount to the College Scholarship Service.

1 ☐ \$4.75 2 ☐ \$7.25 3 ☐ \$9.75 4 ☐ \$12.25 5 ☐ \$14.75 6 ☐ \$17.25

☐ If you wish to receive a report of your CSS Estimated Contribution, check here and add \$1 to the amount checked above ☐ \$1.00

ITEM 81. If you are applying for financial aid administered by institutions, states, and other programs and want them to receive copies of this FAF, enter their complete names, addresses, and CSS code numbers unless otherwise instructed. (Some states have special editions of the FAF.) Obtain code numbers from the CSS Code List. If you are unable to obtain a code number, leave the CSS code number box blank.

Do not enter the BEOG Program in this item. If you are applying ONLY to the BEOG Program, leave this item and Item 82 blank and complete Items 83 and 84.

ITEM 82. Check the box next to the number of institutions and programs entered in Item 81. Also, if you wish to receive a report of your CSS Estimated Contribution, check the appropriate box. Be certain to enclose a check or money order for the appropriate amount when you mail the FAF to the CSS.

Basic Educational Opportunity Grant Program

83 Do you authorize information from this FAF to be released to the BEOG Program in order to be considered for BEOG assistance? (There is no charge for applying to the BEOG Program.) Yes ☐ 1 No ☐ 2

If yes, enter your first two institutional choices, so that the BEOG Program can notify these institutions of your BEOG status. (If you want institutions to receive your FAF, be sure to list them at 81 above and enclose the appropriate fee.)

NAME	CITY	STATE	CSS CODE NO.

84 Do you authorize the BEOG Program to release the appropriate information provided on this form (including any new information or corrections for the 1979-80 academic year) to the agency administering financial aid programs in your state of legal residence for the purpose of calculating state awards, verifying data provided on state student aid applications, and conducting research? Yes ☐ 1 No ☐ 2

ITEM 83. The FAF may be used to apply for the BEOG Program. Indicate whether you authorize the CSS to release information from the FAF to the Program. There is no charge for applying to the BEOG Program. If you authorize this release, you may list your first two institutional choices, so that the Program can notify these institutions of your BEOG status. Enter complete names, addresses, and CSS code numbers of institutions. Obtain code numbers from the CSS Code List. If you are unable to obtain a code number, leave the CSS code number box blank.

ITEM 84. Indicate whether you authorize the BEOG Program to release appropriate information from the FAF (including any new information or corrections for the 1979-80 academic year) to the agency administering financial aid programs in your state of legal residence for the purpose of calculating state awards, verifying data provided on state student aid applications, and conducting research.

(Note: Failure to provide this authorization will have no effect on your consideration for a BEOG award, but may result in a delay of aid from your state.)

Certification and Authorization

All persons providing information on the FAF should sign the Certification and Authorization section. This form must be signed by the student, the student's spouse (if married) and, if parental information is provided, at least one of student's parents. Signatures in this item confirm that all information entered on this form is correct and that those signing agree to provide any documents requested to verify the information provided. Documentation may be requested before financial aid is awarded. Those signing should retain in their files all documents (copies of U.S. income tax returns, etc.) used to complete this form.

Enter the date the FAF is completed. Also enter the telephone number where the student may be reached in the event institutions or programs receiving the FAF need to obtain additional information or clarification.

To assist in the determination of financial need, it is presumed that those signing the Certification and Authorization section authorize the release of their information to the BEOG Program.

If the name of an institution or program you list on the FAF does not appear in the code list, be certain to enter its complete name and address, but leave the CSS code number box blank.

4399	— Los Angeles	4584	Orange Coast College	5218	Florida Southern College	5497	North Georgia College
4707	— Northridge	4394	Ottis Art Inst. of Los Angeles Co	5219	Florida State Univ., Tallahassee	5507	North Georgia Technical & Vocational School
4802	— Pomona (Polytechnic)	4591	Oxnard College	5233	Florida Technological Univ.	5521	Oglethorpe University
4671	— Sacramento	4614	Pacific Christian College	5171	Fl. Lauderdale College	5186	Ogish College
4099	— San Bernardino	4612	Pacific Oaks College	5265	Garces Commercial College	5530	Paine College
4682	— San Diego	4600	Pacific Union College	5271	Gulf Coast Community College	5537	Piedmont College, Demorest
4684	— San Francisco	4602	Palomar College	5322	Hillsborough Community College	5543	Piedmont Hospital, Atlanta
4687	— San Jose	4604	Pasadena City College	5327	Indian River Community College	5568	Reinhardt College
4038	— San Luis Obispo (Polytechnic)	Pepperdine University:		5337	International Fine Arts College	5609	Savannah State College
4723	— Sonoma	4326	— Los Angeles	5337	Jackson Memorial Hospital	5616	Shorler College
4713	— Stanislaus	4630	— Malibu	5331	Jacksonville University	5619	South Georgia College
4802	California Western Sch. of Law	4619	Pitzer College	5377	Lake City Community College	5672	South Georgia Vocational & Technical School
4109	Canada College	4605	Point Loma College	5376	Lake Sumter Community College	5626	Southern Technical Institute
4145	Central Calif. Commercial Coll.	4607	Pomona College	5373	Lakeland College of Business	5628	Spelman College
4083	Cerritos College	4608	Porterville College	5427	Manatee Junior College	5795	Tift College
4027	Cerro Coso Community College	4655	Reedley College	5457	— Miami	5799	Toccoa Falls College
4725	Chabot College	4663	Rio Hondo College	5465	Medical Center	5798	Truett McConnell College
4046	Chaffey Community College	4658	Riverside City College	5457	— New World	5813	University of Georgia, Athens
4047	Chapman College	4670	Sacramento City College	5160	— North	5855	Valdosta State College
4150	Christian Heritage College	4747	Saddleback Community Coll.	5458	— South	5895	Waycross Junior College
4051	Citrus College	4675	Saint Mary's Coll. of California	5506	New Coll. of the U. of So. Florida	5900	West Georgia College
4052	City College of San Francisco	4750	Samuel Merritt Hospital	5503	North Florida Junior College	5990	Young Harris College
4053	Claremont Graduate School	4679	San Bernardino Valley College	5514	Nova University		
4054	Claremont Men's College	4681	San Diego City College	5553	Palm Beach Atlantic College		
4057	Cogswell College	4669	San Diego Evening College	5531	Palm Beach Junior College		
4118	College of Alameda	4735	San Diego Mesa College	5698	Pasco		
4117	College of the Canyons	4036	San Francisco Art Institute	5578	Hernando Community College		
4085	College of the Desert	4744	San Francisco Conserv. of Music	5562	Brooksville		
4061	College of Marin	4706	San Joaquin Delta College	5559	Dade City		
4063	College of Notre Dame	4686	San Jose City College	5535	— New Port Richey		
4100	College of the Redwoods	4689	Santa Ana College	5572	Pensacola Junior College		
4070	College of San Mateo	4690	Santa Barbara City College	5641	Rollins College		
4071	College of the Sequoias	4691	Santa Monica College	5641	Saint John's River Junior College		
4087	College of the Siskiyous	4692	Santa Rosa Junior College	5638	Saint Leo College		
4108	Columbia Junior College	4693	Scrpps College	5658	Saint Petersburg Junior College		
4078	Compton Community College	4719	Sequoia Institute	5658	Clearwater		
4943	Contra Costa College	4696	Shasta College	5606	St. Petersburg		
4101	Cuesta College	4697	Sierra College	5553	Santa Fe Community College		
4104	Cypress College	4698	Simpson College	5662	Seminole Community College		
4286	De Anza College	4753	Skidrow College of Business	5621	South Eastern Bible College		
4295	Diablo Valley College	4746	Skyline College	5630	Stetson University		
4284	Dominican Coll. of San Rafael	4930	Solano Community College	5794	Tallahassee Community College		
4279	Don Bosco Technical Institute	4701	Southern California College	5791	Tampa Technical Institute		
4296	East Los Angeles College	Southland College of Medical & Dental Assistants:		5841	United Electronics Institute		
4302	El Camino College	4766	Downey	5812	Univ. of Florida, Gainesville		
4773	Evergreen Valley College	4767	Los Angeles	5815	University of Miami		
4733	Fashion Institute of Design	4726	Southwestern College	5802	School of Medicine		
4457	— Los Angeles	4703	Southwestern Univ. School of Law	5490	University of North Florida		
4461	— San Francisco	4704	Stanford University	5828	University of South Florida		
4460	Sherman Oaks	4820	Taft College	5819	University of Tampa		
4315	Foot Hill College	4901	United Health Careers Institute	5833	University of West Florida		
4311	Fresno City College	4039	United States Internat'l Univ.	5869	Valencia Community College		
4616	Fresno Pacific College	University of California:					
4314	Fullerton College	4833	Berkeley, Undergraduate Univ.				
4678	Gavilan College	4908	Berkeley, Graduate Division				
4327	Glendale Community College	4834	Davis				
4129	Golden Gate University	4902	School of Law, Davis				
4339	Golden West College	4886	School of Medicine, Davis				

MISSISSIPPI

University of Oregon:
346 — Eugene
Health Sciences Center
871 — Dental School
865 — Medical School
900 — School of Nursing
847 — University of Portland
595 — Warner Pacific College
979 — Western States Chiropractic Coll
954 — Willamette University

PENNSYLVANIA

020 — Albert Einstein Medical Center
004 — Albright College
006 — Allegheny College
021 — Allentown College of Saint Francis de Sales
1007 — Alliance College
1431 — Alvernia College
1029 — Art Institute of Pittsburgh
1036 — Baptist Bible College
1039 — Beaver College
1874 — Berean Institute
1646 — Bloomsburg State College
1049 — Bryn Mawr College
1177 — Graduate Sch. of Social Work
2059 — Bryn Mawr Hospital
1000 — Bucknell University
1066 — Bucks County Community Coll
2069 — Butler County Community Coll
2071 — Cabrini College
1647 — California State College
1157 — Career Educational Institute
2421 — Carlow College
2074 — Carnegie-Mellon University
2079 — Cedar Crest College
2081 — Chatham College
2082 — Chestnut Hill College
2648 — Cheyenne State College
2649 — Clarion State College
2131 — Coale College
2087 — College Misericordiae
Community College of Allegheny County
2156 — Allegheny County Campus
2122 — Boyce Campus
2025 — College Center North
2123 — South Campus
2126 — Community Coll. of Beaver Co.
2682 — Community Coll. of Philadelphia
2100 — Curtis Institute of Music
2235 — Cushing Junior College
2125 — Delaware County Comm. Coll.
2510 — Delaware Valley Coll. of Sci. & Ag.
2186 — Dickinson College
2194 — Drexel University
2196 — Duquesne University
2650 — East Stroudsburg State College
2220 — Eastern College
Edinboro State College
2651 — Edinboro
2238 — Warren
2225 — Elizabethtown College
2215 — Erie Business Center
2261 — Franklin and Marshall College
2270 — Gannon College
2282 — Geisinger Medical Center
2273 — Geneva College
2275 — Gettysburg College
2277 — Grove City College
2278 — Gwynedd-Mercy College
2306 — Hahnemann College of Allied Health Professions
2285 — Hahnemann Medical College
2287 — Harcum Junior College
2309 — Harrisburg Area Comm. Coll.
2289 — Havard College
2297 — Holy Family College
2320 — Immaculate College
2652 — Indiana Univ. of Pennsylvania
2329 — Ivy School of Professional Art
2337 — Jameson Memorial Hospital
2341 — Juniata College
2351 — Keystone Junior College
2353 — King's College
2653 — Kutztown State College
2379 — La Roche College
2363 — La Salle College
2373 — Lackawanna Junior College
2361 — Lafayette College
2374 — Lancaster General Hospital
2364 — Lanark Hospital
2375 — Lebanon Valley College
2381 — Lehigh County Community Coll.
2365 — Lehigh University
2654 — Lincoln University
2382 — Lock Haven State College
2382 — Luzerne County Comm. Coll.
2372 — Lycoming College
2260 — Manor Junior College
2655 — Mansfield State College
2507 — Marywood College

2661 — Philadelphia College of Bible
2665 — Phila. Coll. of Performing Arts
2666 — Phila. Coll. of Pharmacy & Sci.
2718 — Phila. Coll. of Textiles & Sci.
2676 — Pinebrook Junior College
2676 — Point Park College
2679 — Presbyterian Univ. of Pennsylvania
2769 — Robert Morris College
2768 — Robert Packer Hospital
2762 — Rosemont College
2828 — Sacred Heart Hosp. — Allentown
2797 — Saint Francis College
2801 — Saint Joseph's College
2808 — Saint Vincent College
2812 — Seton Hill College
2836 — Shady Side Hospital
2870 — Sharon General Hospital
2657 — Shippensburg State College
2658 — Slippery Rock State College
2817 — Spring Garden College
2820 — Susquehanna University
2821 — Swarthmore College
2826 — Temple University
2826 — Thiel College
Thomas Jefferson University
2903 — Coll. of Allied Health Sciences
2336 — Medical College
2222 — United Wesleyan College
2926 — University of Pennsylvania
University of Pittsburgh
2935 — Bradford
2936 — Greensburg
2934 — Johnstown
2927 — Pittsburgh
2949 — School of Medicine
2937 — Titusville
2929 — University of Scranton
2931 — Ursinus College
2579 — Valley Forge Christian College
2957 — Villa Maria College
2959 — Villanova University
2967 — Washington and Jefferson Coll.
2969 — Waynesburg College
2659 — West Chester State College
2983 — Western Pennsylvania Hospital
2975 — Westminster College
2968 — Westmoreland Co. Comm. Coll.
2942 — Widener College
2977 — Wilkes College
2970 — Wilson College
2988 — York Academy of Arts
2991 — York College of Pennsylvania
2993 — York Hospital

RHODE ISLAND

0182 — Rhode Island Higher Education Assistance Authority
3692 — Barrington College
3094 — Brown University
3117 — Biological Medical Sciences
3073 — Graduate School
3095 — Bryant College
3455 — Johnson and Wales College
3759 — Newport College
3642 — Newport Hospital
3693 — Providence College
3724 — Rhode Island College
3733 — Rhode Island Junior College
3726 — Rhode Island School of Design
3729 — Roger Williams College
3919 — University of Rhode Island

SOUTH CAROLINA

0187 — So. Carolina Higher Education Tuition Grants Committee
5006 — Allen University
5008 — Anderson College
5079 — Baptist College at Charleston
5056 — Benedict College
5065 — Bob Jones University
5896 — Central Wesleyan College
5095 — Charleston-Marble Technical College
5108 — Citadel The
5109 — Clifton College
5111 — Clemson University
5112 — Coker College
5113 — College of Charleston
5117 — Columbia College
5097 — Columbia Commercial College
5121 — Converse College
5744 — Denmark Tech. Education Center
5188 — Erskine College
5442 — Francis Marion College
5221 — Friendship Junior College
5222 — Furman University
5278 — Greenville Technical College
5363 — Lander College
5366 — Limestone College
5407 — Medical University of South Carolina
5467 — College of Dentistry
5464 — College of Medicine
5552 — Midlands Technical College
5584 — Airport
5418 — Morris College
5493 — Newberry College
5498 — North Greenville College
5540 — Presbyterian College
5586 — Rutledge College
7822 — Sherman College of Straight Chiropractic
5618 — South Carolina State College
5617 — Southeastern Business College
5627 — Spartanburg Methodist College
5619 — Trident Technical College
5049 — North
5551 — Palmer
University of South Carolina
5840 — Aiken
5845 — Beaufort
5837 — Coastal

5847 — Sakkehatsee
5850 — Spartanburg
5821 — Sumter
5846 — Union
5863 — Voorhees College
5910 — Winthrop College
5912 — Wofford College

SOUTH DAKOTA

0600 — South Dakota Student Incentive Grant Program
6015 — Augustana College
6042 — Black Hills State College
6010 — Mount Marty College
6031 — Sioux Falls College
6052 — So. Dakota Sch. of Mines & Tech
6653 — South Dakota State University
Stewart School of Hairstyling
6697 — Aberdeen
6688 — Sioux Falls
University of South Dakota
6662 — Springfield
6881 — Vermillion
6883 — Yankton College

TENNESSEE

0023 — Tennessee Student Assistance Corporation
1028 — Austin Peay State University
1058 — Belmont College
1102 — Carson-Newman College
1121 — Christian Brothers College
1381 — Cleveland State Comm. Coll.
1081 — Columbia State Comm. Coll.
1024 — Covenant College
1146 — Cumberland College of Tennessee
2161 — David Lipscomb College
1198 — East Tennessee State University
3265 — Edmondson College
1232 — Fisk University
1234 — Freed Hardeman College
1247 — Geo. Peabody Coll. for Teachers
1298 — Hixson College
1371 — King College
1371 — Knoxville College
1381 — Lambuth College
1395 — Lane College
1401 — Lee College
1403 — LeMay-Owen College
1408 — Lincoln Memorial University
1454 — Maryville College
1511 — Memphis Academy of Arts
1459 — Memphis State University
1466 — Middle Tennessee State Univ.
1469 — Milligan College
1488 — Morristown College
1543 — Motlow State Comm. Coll.
1712 — Scarritt College for Christian Workers
1727 — Southern Missionary College
1730 — Southwestern at Memphis
1803 — Tennessee State University
1804 — Tennessee Technological Univ.
1818 — Tennessee Temple College
1805 — Tennessee Wesleyan College
1809 — Trevecca Nazarene College
1842 — Tusculum College
University of Tennessee
1831 — Chattanooga
1843 — Knoxville
1844 — Martin
1850 — Memphis
1862 — Nashville
1871 — Vanderbilt University
1887 — School of Medicine
1893 — Walters State Community Coll.
1908 — William Jennings Bryan College

TEXAS

6001 — Abilene Christian Univ. — Abilene
6005 — Alvin Junior College
6644 — Angelo State University
6016 — Austin College
6759 — Austin Community College
6088 — Baylor Fashion College
6059 — Baylor College of Dentistry
6052 — Baylor College of Medicine
6032 — Baylor University
6063 — College of Nursing
6040 — Bishop College
6148 — Cedar Valley College
6133 — College of the Mainland
6849 — Corpus Christi State Univ.
6159 — Dallas Baptist College
6160 — Del Mar College
6188 — East Texas State University
Commerce
6201 — Eastfield College
6209 — El Centro College
6255 — Galveston College
6257 — Gulf Coast Bible College
6163 — Hallmark Aero Tech
6268 — Harcum Simmons University
6282 — Houston Baptist University
6296 — Houston Community College
6280 — Huston-Tillotson College
6303 — Incarnate Word College
6360 — Lamar University
6362 — Laredo Junior College
6365 — LeTourneau College
6369 — Lon Morris College
6402 — McMurry College
6408 — Midwestern State University
6401 — Minnie Stevens Piper Fdn
6438 — Mountain View College
6519 — North Lake College
6481 — North Texas State University
6499 — Northwood Institute
6550 — Our Lady of the Lake University of San Antonio
6570 — Pan American University
6577 — Paul Quinn College
6580 — Prairie View A & M University
6502 — Southern Methodist Univ.

6619 — Saint Edward's University
6637 — Saint Mary's University
6642 — Saint Philip's College
6645 — San Antonio College
6647 — Schreiner College
6640 — Southern Methodist University
6646 — Southwest Texas Junior College
6667 — Southwest Texas State Univ.
6671 — Southwestern Adventist Coll.
6705 — Southwestern Christian Coll.
6674 — Southwestern University
6682 — Stephen F. Austin State Univ.
6817 — Tarleton State University
6834 — Tarrant County Coll. — Ft. Worth
6822 — Texas A&I University
Texas A & M University
6003 — College Station
6835 — Moody College, Galveston
6820 — Texas Christian University
6821 — Texas College
6823 — Texas Lutheran College
6824 — Texas Southern University
6825 — Texas Southwest College
6827 — Texas Tech University
6828 — Texas Wesleyan College
6826 — Texas Woman's University
6831 — Trinity University
6864 — United Electronics Institute
6888 — University of Dallas
University of Houston
6916 — Clear Lake City
6922 — Downtown College
6870 — Houston
6917 — Victoria
6880 — University of Saint Thomas
University of Texas
6013 — Arlington
6882 — Austin
6897 — Dallas
6829 — El Paso
6887 — Galveston, Medical Br.
6919 — San Antonio
Health Sciences Centers
6866 — Dallas
6888 — Houston
6908 — San Antonio
6910 — Wayland Baptist College
6938 — West Texas State University
6940 — Wiley College

UTAH

4019 — Brigham Young University
4040 — College of Eastern Utah
4283 — Dixie College
4122 — Snow College
4092 — Southern Utah State College
4853 — University of Utah
4890 — College of Medicine
4857 — Utah State University
Utah Technical College
4870 — Provo
4864 — Salt Lake City
4941 — Weber State College
4948 — Westminster College

VERMONT

0597 — Vermont State Student Assistance Corporation
3080 — Bennington College
3765 — Castleton State College
3291 — Champlain College
3416 — Goddard College
3414 — External Degree Program
4118 — Green Mountain College
3766 — Johnson State College
3767 — Lyndon State College
3509 — Marlboro College
3526 — Middlebury College
3669 — Norwich University
3940 — Vermont College
3757 — Saint Michael's College
3736 — Southern Vermont College
4900 — Trinity College
3920 — University of Vermont
3941 — Vermont Technical College
3970 — Windham College

VIRGINIA

0068 — College Scholarship Assistance Program
5017 — Averett College
5063 — Bluefield College
5069 — Bridgewater College
5141 — Central Virginia Comm. Coll.
5128 — Christopher Newport College
5124 — Church Valley College
5115 — College of William and Mary
5139 — Dabney S. Lancaster Comm. Coll.
5163 — Danville Community College
5181 — Eastern Memorial College
5844 — Eastern Shore Community Coll.
5205 — Electronic Computer Programming Inst. Tidewater

5504 — Norfolk General Hospital
5864 — Norfolk State College
Northern Virginia Community College
5510 — Alexandria
5514 — Annandale
5574 — Manassas
5575 — Sterling
551 — Woodbridge
5576 — Old Dominion University
5549 — Patrick Henry Community Coll.
5561 — Piedmont Virginia Comm. Coll.
5565 — Radford College
5566 — Randolph Macon Coll. — Ashland
5567 — Randolph Macon Woman's College — Lynchburg
5590 — Rappahannock Comm. College — Glens
5574 — Richard Bland College
5571 — Roanoke College
5581 — Roanoke Memorial Hospital
5604 — Saint Paul's College
5613 — Shenandoah College and Conservatory of Music
5654 — Shenandoah Massary Business Coll.
5625 — Southern Seminary Junior Coll.
South Virginia Community College
5660 — Albemarle
5669 — J. H. Daniel
5659 — Southern Virginia Comm. Coll.
5634 — Sweet Briar College
5793 — Thomas Nelson Community Coll.
Tidewater Community College
5707 — Chesapeake
5276 — Portsmouth
5737 — Virginia Beach
5808 — University of Richmond
5820 — University of Virginia
5865 — Virginia Baptist Hospital
5570 — Virginia Commonwealth Univ.
5408 — Health Sciences Division
5927 — Virginia Highlands Comm. Coll.
5857 — Virginia Intermont College
5858 — Virginia Military Institute
5859 — Virginia Polytech. Inst. & St. U.
5860 — Virginia State University
5862 — Virginia Union University
5867 — Virginia Wesleyan College
5868 — Virginia Western Comm. Coll.
5887 — Washington and Lee University
5917 — Whitewater Community College

WASHINGTON

4029 — Bellevue Community College
4024 — Big Bend Community College
4044 — Central Washington University
4045 — Centralia College
4055 — Clark Community College
4077 — Columbia Basin Comm. Coll.
4901 — Everett Institute
4301 — Eastern Washington University
4307 — Edmonds Community College
4303 — Everett Community College
4292 — Everett State College
4103 — Fort Steilacoom Comm. Coll.
4344 — Fort Wright College
4330 — Gonzaga University
4332 — Grays Harbor College
4337 — Green River Community College
4348 — Huguenot Community College
4102 — Lower Columbia College
4554 — North Seattle Community Coll.
4541 — Northwest College
4578 — Olympia Tech. Comm. Coll.
4583 — Olympic College
4597 — Pacific Lutheran University
4615 — Peninsula College
4611 — Ron Baile School of Broadcasting
4651 — Seattle
4650 — Spokane
4674 — Saint Martin's College
4741 — Seattle Central Community Coll.
4694 — Seattle Pacific University
4695 — Seattle University
4738 — Shoreline Community College
4699 — Skagit Valley College
4759 — South Seattle Community Coll.
4739 — Spokane Community College
4752 — Spokane Falls Community Coll.
4826 — Tacoma Community College
4867 — University of Puget Sound
4854 — Univ. of Washington — Seattle
4878 — School of Medicine
4940 — Walla Walla Coll. College Place
4963 — Walla Walla Community College
4705 — Washington State University
4942 — Wenatchee Valley College
4947 — Western Washington University
4974 — Whitman Community College
4951 — Whitman College
4953 — Winthrop College
4993 — Yakima Valley College

WEST VIRGINIA

0552 — West Virginia Higher Education Grant Program
5005 — Alorson Broadous College
5054 — Beckley College
5060 — Bernards College
5064 — Bluefield State College
5120 — Concord College
5151 — Davis and Elkins College
5211 — Fairmont State College
5214 — Glenville State College
5396 — Marshall University
5428 — Meredith Manor
5419 — Morris Harvey College
5519 — Ohio Valley College
5932 — Parkersburg Community College
5539 — Potomac State College
5635 — Saint Marys Hosp. — Huntington
5608 — Salem College
5615 — Shepherd College
5658 — West Virginia Comm. Coll.
5446 — Logan
5447 — Mingo

5934 — West Virginia Career College Morgantown
5902 — West Virginia Inst. of Tech.
5942 — West Virginia Northern Community College
5245 — West Virginia School of Osteopathic Medicine
5903 — West Virginia State College
5904 — West Virginia University
5905 — West Virginia Wesleyan Coll.
5906 — Wheeling College

WISCONSIN

1011 — Alverno College
1046 — Beloit Memorial Hospital
1059 — Beloit College
Blackhawk Technical Institute
1039 — Beloit
1043 — Janesville
3617 — Bryant and Stratton Bus. Coll.
1100 — Cardinal Stritch College
1101 — Carroll College
1103 — Carthage College
1986 — Columbia College
1139 — Concordia College
3195 — Deaconess Hospital
1172 — District One Technical Inst.
1202 — Edgewood College
Fox Valley Technical Institute
1217 — Appleton
1217 — Oshkosh
Gateway Technical Institute
1243 — Kenosha
1255 — Racine
3622 — B.A. Prestige Beauty College
1193 — Lakeland College
1396 — Lakeshore Technical Institute
1398 — Lawrence University
1536 — Madison Area Technical Coll.
1532 — Madison General Hospital
1443 — Marian College of Fond du Lac
1448 — Marquette University
1519 — Medical College of Wisconsin
3594 — Mercy Medical Center
Mid State Technical Institute
1434 — Stevens Point
1436 — Wisconsin Rapids
1472 — Milton College
1475 — Milwaukee Area Technical Coll.
4172 — Milwaukee Coll. of Beauty Culture

1534 — Milwaukee Co. Med. Complex
1476 — Milwaukee Sch. of Engineering
Moraine Park Technical Institute
1479 — Fond du Lac
4174 — West Bend
1490 — Mount Mary College
1512 — Mount Senario College
1549 — Nicolet College & Tech. Inst.
1579 — North Central Technical Inst.
4190 — Northeast Wisconsin Tech. Institute — Green Bay

1561 — Northland College
3220 — Patricia Stevens Career Coll.
1664 — Ripon College
3595 — Sacred Heart School of Practical Nursing
1788 — Saint Joseph's Hospital
1784 — Saint Luke's Hospital, Racine
1706 — Saint Norbert College
3599 — Sawyer College of Business
1300 — Silver Lake College
1694 — Southwest Wisconsin Voc. Tech. Institute
State College of Beauty Culture

1765 — Milwaukee
1778 — Wausau
University of Wisconsin
1914 — Eau Claire
1859 — Green Bay
1914 — La Crosse
1946 — Madison
1473 — Milwaukee
1916 — Oshkosh
1863 — Parkside, Kenosha
1917 — Plattville
1918 — River Falls
1919 — Stevens Point
1740 — Stout
1920 — Superior
1921 — Whitewater
University of Wisconsin Center System

1996 — Baraboo/Sauk County
1772 — Barron County
1972 — Fond du Lac
1869 — Fox Valley
1890 — Manitowish County
1991 — Marathon County
1991 — Marinette County
1967 — Marshfield Wood County
1940 — Menard
1662 — Rock County
1998 — Rock County
1934 — Sheboygan County
1993 — Washington County
1999 — Wausau County
1878 — Verbo College
1944 — Wausau County Tech. Inst.
1087 — Western Wisconsin Tech. Inst.
1911 — Wisconsin Conserv. of Music
Wisconsin Indianhead Tech. Inst.

1270 — Ashland
1271 — New Richmond
1308 — Rice Lake
4148 — Superior
1903 — Wisconsin Sch. of Electronics

WYOMING

4043 — Casper College
4115 — Central Wyoming College
4300 — Eastern Wyoming College
4542 — Northwest Community College
4536 — Sheridan College
4555 —

Student's Income and Expenses

Do not enter monthly amounts.	Calendar Year 1978	Summer 1979 3 months	Estimated Academic Year 1979-80 9 months
STUDENT'S WAGES, SALARIES, TIPS, etc. (before taxes and deductions) (Do not include work-study earnings.)	\$	\$	\$
SPOUSE'S WAGES, SALARIES, TIPS, etc. (before taxes and deductions) (Do not include work-study earnings.)	\$	\$	\$
OTHER TAXABLE INCOME (interest, dividends, etc.)	\$	\$	\$
ADJUSTED GROSS INCOME (line 31 of IRS Form 1040 or line 10 of IRS Form 1040A) (Do not include work-study earnings. See instructions.)	\$		
TAXABLE INCOME AND BENEFITS (See instructions) (Do not include social security or veterans educational benefits reported in 63-66.)	\$	\$	\$
FINANCIAL ASSISTANCE FROM STUDENT'S PARENTS		\$	\$
FINANCIAL ASSISTANCE FROM SPOUSE'S PARENTS		\$	\$
GRANTS, SCHOLARSHIPS, EDUCATIONAL LOANS, WORK-STUDY (Include only aid actually awarded.)		\$	\$
INCOME TAX PAID (line 47 of IRS Form 1040 or line 13 of IRS Form 1040A)	\$		
ITEMIZED DEDUCTIONS (line 39 of Schedule A, IRS Form 1040)	\$		
MEDICAL AND DENTAL EXPENSES NOT COVERED BY INSURANCE (See instructions.)	\$	\$	\$
CASUALTY OR THEFT LOSS(ES) (See instructions.)	\$	\$	\$
REIMBURSED ELEMENTARY AND HIGH SCHOOL TuITION AND FEES FOR DEPENDENT CHILDREN	\$	\$	\$
OTHER UNUSUAL EXPENSES	\$	\$	\$

Student's Benefits

	Calendar Year 1978	July 1, 1979- June 30, 1980
AMOUNT OF SOCIAL SECURITY BENEFITS to be received per month	\$	\$
NUMBER OF MONTHS social security benefits to be received		
AMOUNT OF VETERANS EDUCATIONAL BENEFITS to be received per month		\$
NUMBER OF MONTHS veterans educational benefits to be received		

Student's Assets and Indebtedness

CASH, SAVINGS, AND CHECKING ACCOUNTS (Do not leave blank.)	\$
HOME, IF OWNED OR BEING PURCHASED	
YEAR PURCHASED 19	PURCHASE PRICE \$
PRESENT MARKET VALUE	\$
UNPAID MORTGAGE PRINCIPAL OR DEBTS	\$
INVESTMENTS (STOCKS, BONDS, AND OTHER SECURITIES) AND OTHER REAL ESTATE	\$
BUSINESS (Include your share of all business assets noted in instructions.)	\$
ARM (Include your share of all farm assets noted in instructions.)	\$
CONSUMER INDEBTEDNESS	\$
OTHER INDEBTEDNESS (Do not include any debts entered above.)	\$

Student's Additional Information

STUDENT'S ENTRIES FOR 1978 in 49 through 52, 57 through 60, and 74B			
Check only one box	1 <input type="checkbox"/> are from a completed 1978 U.S. income tax return	2 <input type="checkbox"/> are estimated	3 <input type="checkbox"/> Student (and spouse) will not file a 1978 U.S. income tax return
TOTAL NUMBER OF EXEMPTIONS claimed on student's (and spouse's) 1978 U.S. income tax return		1978	
TOTAL SIZE OF STUDENT'S HOUSEHOLD (Include the student named on this form, spouse, and dependent children. Include other dependents if they meet criteria stated in the instructions.)		1979-80	
NUMBER IN COLLEGE (Of the number entered in 75, how many will be enrolled in college or other education beyond high school at least half-time during the 1979-80 academic year?)		1979-80	
STUDENT'S OCCUPATION	STUDENT'S EMPLOYER	78 SPOUSE'S OCCUPATION	

PROVIDE INFORMATION BELOW FOR SPOUSE, CHILDREN, AND OTHER DEPENDENTS ENTERED IN 75

Name	(If you need additional space, use 80.)	B Age	C Name of institution to be attended in 1979-80	D Year in school in 1979-80	E Unreimbursed tuition and fees	F Enrolled Full-time	G Half-time or more
					\$		
					\$		

Explanations and Unusual Circumstances

80 Use this space to explain all circled items and any unusual circumstances. If more space is needed, attach additional sheets of paper.

00

CSS USE ONLY

Institutions and Programs to Receive This FAF

81 If you are applying for financial aid from institutions, states, and other programs and want them to receive your FAF, enter their complete names, addresses, and CSS code numbers and enclose appropriate fee. Obtain code numbers from the enclosed CSS Code List. If a code number is not available, leave the CSS code number box blank. Do not enter the BEOG Program in this item. If you are applying ONLY to the BEOG Program, leave this item and 82 blank and complete 83 and 84.

NAME	CITY	STATE	CSS CODE NO.

82 Check the box next to the number of institutions and programs entered in 81, above and mail this FAF with check or money order for appropriate amount to the College Scholarship Service.

1 ☐ \$4.75 2 ☐ \$7.25 3 ☐ \$9.75 4 ☐ \$12.25 5 ☐ \$14.75 6 ☐ \$17.25

If you wish to receive a report of your CSS Estimated Contribution, check here and add \$1 to the amount checked above ☐ \$1.00

Basic Educational Opportunity Grant Program

83 Do you authorize information from this FAF to be released to the BEOG Program in order to be considered for BEOG assistance? (There is no charge for applying to the BEOG Program.) Yes ☐ 1 No ☐ 2

If yes, enter your first two institutional choices so that the BEOG Program can notify these institutions of your BEOG status. (If you want institutions to receive your FAF, be sure to list them at 81 above and enclose the appropriate fee.)

NAME	CITY	STATE	CSS CODE NO.

84 Do you authorize the BEOG Program to release the appropriate information provided on this form (including any new information or corrections for the 1979-80 academic year) to the agency administering financial aid programs in your state of legal residence for the purpose of calculating state awards, verifying data provided on state student aid applications, and conducting research? Yes ☐ 1 No ☐ 2

Certification and Authorization

I (We) declare that the information reported is true, correct, and complete. I (We) authorize the CSS to transmit the information on this form to state student aid programs, when an institution or a program is listed in 81, for the purpose of assisting the student in being considered for financial aid. I (We) agree to provide, if requested, any documentation including a copy of my (our) state or U.S. income tax return to the CSS or any of the authorized recipients, including the BEOG Program. I (We) understand that failure to provide documentation may result in denial of aid.

1. Student's Signature	2. Spouse's Signature
3. Father's Signature	4. Mother's Signature
Student's Date	Spouse's Date

BASIC EDUCATIONAL OPPORTUNITY GRANT PROGRAM

GENERAL INFORMATION

The Basic Educational Opportunity Grant (BEOG) Program is a Federal student aid program designed to provide financial assistance, in the form of a grant (which need not be repaid) to those who need it to attend colleges and other institutions offering education beyond high school. The amount of the BEOG is determined according to your own and your family's financial resources. It is estimated that grants will range from \$200 to \$1,800 during the 1979-80 academic year.

This form may be used to apply for a BEOG and/or for financial assistance from institutions, states, and other programs. As a result of completing this form, you may be found eligible to receive BEOG assistance for any period of enrollment beginning July 1, 1979, through June 30, 1980.

To use this form to apply to the BEOG Program, you must check "Yes" in Item 83 and file the FAF *after January 1, 1979*. The CSS will forward the necessary information to the BEOG Program at no cost to you. The deadline for receipt of this form for purposes of applying to the BEOG Program is *March 15, 1980*. If you want, in addition, to have the CSS send copies of this FAF to institutions and programs, you must enter them in Item 81 and enclose the appropriate fee.

STUDENT ELIGIBILITY

You will be eligible for a Basic Grant if you meet *all* of the following criteria.

1. You have established your financial need for a BEOG by means of this form.
2. You will be enrolled at least half-time in an undergraduate course of study in an eligible program at one of over 6,000 institutions approved for participation in the BEOG Program.
3. You will not have previously received a bachelor's degree from any institution.
4. You are a U.S. citizen or meet the criteria stated in the instructions for Item 8.
5. You will have received no more than four full years of BEOG payments. Exception: you may receive BEOG assistance for five years only when the institution either: (a) designed the program of study leading to a bachelor's degree to be up to five years in length, or (b) required your enrollment in a remedial course of study which meant you were unable to complete the regular program in four academic years.

Within six weeks after you mail this form to the CSS, you will receive a Student Eligibility Report (SER) from the BEOG Program. The SER is the official notification of your eligibility for a BEOG and must be presented to the school you will attend to determine the amount of your grant. When you receive the SER, carefully read and follow the instructions it contains.

BEOG SPECIAL CIRCUMSTANCES

If you experience a dramatic change in income from 1978 to 1979, you may be eligible to apply for a BEOG based on estimated 1979 income rather than actual 1978 income. For further details regarding your eligibility to apply for a BEOG in this manner, contact your high school guidance counselor or financial aid administrator and ask about the BEOG Supplemental Form.

ADDITIONAL INFORMATION

If you would like to receive additional information on the BEOG Program, as well as general information on student financial aid, please write to: BEOG, Box 84, Washington, DC 20044. Ask for a copy of the *Student Guide*.

NOTICE TO APPLICANTS

INFORMATION COLLECTED ON THIS FORM FOR BASIC GRANT PURPOSES

Subsection (e)(3) of the Privacy Act of 1974 (5 U.S.C. 552a) requires that an agency inform each individual whom it asks to supply information: (1) the authority (whether granted by statute, or by executive order of the President) which authorizes the solicitation of the information and whether disclosure of such information is mandatory or voluntary; (2) the principal purpose or purposes for which the information is intended to be used; (3) the routine uses which may be made of the information as published in the Federal Register; and (4) the effects, if any, of not providing all or any part of the requested information.

1. The authority for collecting the requested information is section 10701(b)(2) of Title IV of the Higher Education Act of 1965, as amended (20 U.S.C. 10701(b)(2)).

Applicants are advised that, except as noted in paragraph 4, the disclosure of the requested information is mandatory.

2. This information is being collected in order to calculate a student's eligibility index under the BEOG. The eligibility index is one of the three factors used in determining the amount, if any, of the applicant's BEOG.
3. The "routine uses," as defined in 5 U.S.C. 552a(a)(7), which may be made of the information collected are: An applicant's name, address, social security number, date of birth and eligibility index will be provided to the institution of higher education which the applicant indicates he or she is attending or will attend and to the State scholarship agency of the applicant's state of legal residence if such an agency has an agreement with the Commissioner of Education permitting it to secure such information. Such information will be used by the State agency in coordinating its program of student financial aid with the BEOG Program. Furthermore, on request, information may be provided to members of Congress who inquire on behalf of a student who is a constituent or, where appropriate, on behalf of the parents of the student. In addition, the routine uses listed in Appendix B of 45 CFR 5B may be utilized.
4. Applicants must provide information for all of the following items in order to have their application for a BEOG award processed: Items 1-3, 5, 7, 8, 9B, 13-15, 83, and the Certification and Authorization section. In addition, if the applicant answers "Yes" for any question for any year in Items 13-15, then Items 16, 17A (1978), 17B (1978), 19 (1978), 20 (1978), 21 (1978), 23, 24, 26-28, 30-35, 40-43, 45, and 65-71 must be completed. If the applicant answers "No" to all years and all questions in Items 13-15, then Items 49 (1978), 50 (1978), 52 (1978), 53 (1978), 57-61 (1978), 63-64 (1978), 65-71, 74A, 74B, 75 and 76 must be completed.

Students need not complete Items 6, 9A, 83 (institution choices), and 84; however, answering these items will facilitate the administration of state student assistance programs. Failure to answer Item 84 will be considered a "No" response to that item.

Responses to all other items are voluntary with regard to the BEOG Program.

USE OF SOCIAL SECURITY NUMBER

Section 7(b) of the Privacy Act of 1974 (U.S.C. 522a) requires that when any Federal, State, or local government agency requests an individual to disclose his or her social security account number, that individual must also be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited, and what uses will be made of it. Accordingly, applicants are advised that disclosure of their social security account number (SSAN) is required as a condition for participation in the BEOG, in view of the practical administrative difficulties which the program would encounter in maintaining adequate program records without the continued use of the SSAN.

The SSAN will be used to verify the identity of the applicant, and as an account number (identifier) throughout the life of the grant in order to record necessary data accurately. As an identifier, the SSAN is used in such Program activities as: determining Program eligibility; certifying school attendance and student status; making grant payments under the alternative disbursement system; and verifying grant payments.

Authority for requiring the disclosure of an applicant's SSAN is grounded on section 7(a)(2) of the Privacy Act, which provides that an agency may continue to require disclosure of an individual's SSAN as a condition for the granting of a right, benefit, or privilege provided by law where the agency required this disclosure under statute or regulations prior to January 1, 1975, in order to verify the identity of an individual.

The Office of Education has, for several years, consistently required the disclosure of SSAN numbers on application forms and other necessary BEOG documents. (See section 411(b)(2) of Title IV - A - 1 of the Higher Education Act of 1965, as amended (20 U.S.C. 10701(b)(2)).)

In addition, it should be noted that the social security account number of a parent of the applicant is also requested. Parents are advised that disclosure of their SSAN is voluntary and failure to provide it will not affect the applicant's eligibility for a BEOG award. Parent's SSAN will be recorded only on the application form itself and will not be maintained in any other system of records. Its use will be restricted to a sample of cases which may be used for further verification of information reported on the application by the applicant and/or parent(s).

If you are not applying to the BEOG Program, provision of your SSAN is optional; however, because many of those who complete the FAF have similar names, the SSAN is most helpful, and often critical, in assuring proper identification of an individual student by the CSS and by institutions and programs using the FAF. You are, therefore, strongly